Circle C Homeowners Association
Board Meeting Minutes
June 26, 2024

1. The CCHOA Board of Directors convened on June 26, 2024, at the Community Center and via video conferencing (Zoom). Joanne Kinzer called the meeting to order at 6:40 p.m. In attendance were board members Joanne Kinzer, Kimberly De La Garza, and David Lachance. Dave Duryee was on Zoom. Stephen Bega, John LaBarge and Paul Oveisi were not present. CHOA Manager Karen Hibpshman (HOA Manager), Robert Bardeleben (Facilities Director) and Brody McKinley (Aquatics Director) were present.

2. Joanne presented the June 26, 2024 agenda. Karen asked that we add Tom Griebel to the Homeowner Forum. Kimberly motioned accept the agenda with the changes. David seconded the motion. All were in favor and the motion passed.

3. Joanne presented the May 29, 2024 Board of Directors Meeting Minutes. David motioned to accept the minutes as written. Kimberly seconded the motion. All were in favor and the motion passed.

4. Joanne introduced the Homeowner Forum.

    a. Andrew Tan – Would like to understand how the pool hours align with the Aug 18th date. The current hours don't meet his needs. Would like to understand the board decision on SAYOR.
    b. Kim Ackermann – would like the monument project to be funded. This would take care of the remaining entrance signage that is still has the black granite.
    c. .Tom Griebel – Strongly supports not moving forward with the STR vote. Neighbors that have an STR need to call 311 to report issues.

5. Karen presented the management report and the YTD Financials.

6. Karen presented the landscaping report.

7. Brody presented the aquatics report.

8. Robert presented the maintenance report.

9. The first discussion item is the proposed TxDot project along FM1826. Karen provided an update on where we are. She will be meeting with TxDot at the end of July.

10. The second discussion item is the Stratus proposed project. Stratus is looking to develop the property that front MoPac between the Town homes and the new Valor school. Karen is looking for two board members who would be able to meet with Stratus to get the history and what is being planned. Joanne and Kimberly will be the two board members to meet with Stratus. Stratus will be presenting the project to the board at a later date.

11. The first action item was the Short-term Rental proposed language. Kimberly motioned to table the item. David second the motion. All were in favor and the motion passed.

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

I. Roll Call

II. Acceptance of Agenda

III. Acceptance of June 26, 2024 Board meeting minutes *Joanne Kinzer*

IV. Homeowner Forum *(3 min each)*

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

V. Management Reports
   a. General Report, *Karen Hibpshman*
      1. June YTD Financials
   b. Landscape Report, *Karen Hibpshman*
   c. Aquatics Report, *Brody McKinley*
   d. Maintenance Report, *Robert Bardeleben*

VI. Discussion Items
   a. TxDot proposed project along FM1826
   b. Stratus Project

VII. Action Items
   a. Short-term Rental proposed language

VIII. Adjourn Public Meeting

IX. Executive Session

Attachments

1. June 2024 Board Meeting Minutes
2. General Report (including YTD Financials)
3. Landscape Report
4. Aquatics Report
5. Maintenance Report

12. The second action item was adopting the fining policy. The only thing that needs to be changes is to change all the "v" in violation to uppercase. Kimberly motioned to adopt the fining policy with the change. David seconded the motion. All were in favor and the motion passed.

13. The third action item was the adoption of the revised Front Yard Maintenance Guidelines. David motion to adopt the Front Yard Maintenance Guidelines. Kimberly seconded the motion. All were in favor and the motion passed.

14. The fourth action item was the Financial Office Lease. David motioned to approve the Financial Office Lease. Kimberly seconded the motion. All were in favor and the motion passed.

15. Kimberly motioned to adjourn the Public Meeting at 8:25 pm. David seconded the motion. All were in favor and the motion passed.

16. The board went into executive session at 8:27pm to discuss the enforcement action. No decisions or actions were taken. The board adjourned executive session at 8:45pm.

Circle C Homeowners Association
Manager's Report
June 24, 2024 – July 26, 2024

Violation Report
June 24, 2024 – July 21, 2024

	May 27-June 21, 2024	June 24-July 26, 2024	Percentage of Total Violations	% Change		May 29 - June 23, 2023	June 26 - July 21, 2023	Percentage of Total Violations	% Change
Total Violations:	**357**	**323**		**-9.52%**		**326**	**192**		**-41.10%**
Rubbish/Debris	58	34	10.53%	-41.38%		75	38	19.79%	-49.33%
Front Yard Maintenance	221	215	66.56%	-2.71%		127	70	36.46%	-44.88%
Architectural	9	8	2.48%	-11.11%		11	12	6.25%	9.09%
Vehicle Storage	9	6	1.86%	-33.33%		13	9	4.69%	-30.77%
Repair of Exterior Damages	21	22	6.81%	4.76%		29	20	10.42%	-31.03%
Exterior Lighting	17	9	2.79%	-47.06%		11	11	3.37%	0.00%
Driveway	3	4	1.24%	33.33%		11	2	1.04%	0.00%
Fencing	0	0	0.00%	0.00%		3	2	1.04%	-33.33%
Use Limitations	1	3	0.93%	0.00%		2	2	1.04%	0.00%
Recreational Equipment	7	10	3.10%	42.86%		30	20	10.42%	-33.33%
Offensive Activities	5	5	1.55%	0.00%		0	2	1.04%	#DIV/0!
Common Properties	0	0	0.00%	0.00%		0	0	0.0%	0.00%
Maintenance	3	6	1.86%	100.00%		14	5	2.60%	-64.29%
Abutting Landscaping	0	0	0.00%	0.00%		0	0	0.00%	0.00%
Window Covering	3	1	0.31%	0.00%		0	0	0.00%	0.00%

	357	323				326	192		
Stage 1/Cooperative Letters	304	256	79.25%	-15.79%		274	158	82.29%	-42.34%
Stage 2 Letters	42	53	16.40%	26.19%		33	27	14.06%	-18.18%
Stage 3 Letters	11	14	4.33%	27.27%		10	6	3.12%	-40.00%
Stage O	1	0	0.00%	-100.00%		2	1	0.52%	0.00%

	357	323				326	192		
On Hold	4	1	0.31%	0.00%		0	0	0.00%	0.00%
Closed	107	155	47.99%	44.86%		124	72	37.05%	-72.22%
New	187	112	34.67%	-40.11%		165	98	51.04%	-40.61%
Escalated	51	51	15.79%	0.00%		21	17	8.85%	-19.05%
Re-Opened	7	4	1.24%	-42.86%		9	5	2.60%	-44.44%
Attorney	1	0	0.00%	0.00%		0	0	0.00%	0.00%

Administration

19 New Homeowner Packets mailed June 22nd – July 12th.

Financial

AP checks were signed on June 20th & July 18th with Terri Giles

Upcoming Special Events

Aug 3rd – Dive-in Movie – Puss in Boots
Aug 28th – August Board Meeting
Aug 12th – Large Brush Pick-up – North of Slaughter Lane
Aug 19th – Large Brush Pick-up – South of Slaughter Lane
Aug 26th – Bulk Pick-up – North of Slaughter Lane
Sept 2nd – Bulk Pick-up – South of Slaughter Lane
Sept 2nd – Labor Day
Pools Open/HOA Office Closed
Sept 20th – Food Trailer Night

Project/Updates

- USPS Blue Mailbox thefts. Thefts from the outgoing blue mailboxes is continuing. It appears that the individuals are accessing the boxes every 4-8 days. Will continue to send and updated the blast email to discourage residents from using any of the blue mailboxes. Several owners have reached out and filed reports with the Postal Inspector for checks cashed fraudulently. We continue to provide footage to the Postal Inspector and hopefully those individuals will be caught. It is important that if you had mail stolen that you file a report with the US Postal Inspector. Also, sign up for Informed Delivery through the USPS to know what is coming to you mail box daily so you can make sure it isn't left in the box overnight.
- The café is using our kitchen at the Community Center to see pre-package items to the pool patrons through Aug 16th and Labor Day weekend. No issues so far.
- TxDOT proposed project on FM1826 from SH45-US290. Homeowners that back up to FM1826 from Ladera Verde Drive, Via Grande Drive, Tierra Linda Lane, Via Verde and Arbole Cove will be affected. Attended an additional meeting with TxDot and it looks like they are willing to take the proposal from a 5-lane road to a 3-lane road and one Shared Use Path (SUP). They have not removed the no left turns onto FM1826 but will be looking at that for some locations where left turns are able to be done safely. We are also requesting them to remove the need for the additional ROW from properties owners from the plan. Right now, they are saying that they may need it for future expansion that may or may not come. With the proposed environmental study that they are proposing, they may not be able to acquire ROW now for a possible future project (expansion). We are also still working to divert funds to the Hays County part of the project since this is where it is needed most.
- Texas Gas has stopped using Archeleta as an access point. We had them move rocks across their temporary driveway to block any future access. Invoices have been sent to them for the restoration of the area which also includes damage that was done of the west side of Archeleta.
- Rowell billing was sent May 15th for $67,878.45 and was received.
- Circle C Commercial billing was sent May 15th at $54,500.00.
- City of Austin billing was sent June 20th for $17,600.
- 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

2024 Capital Budget Projects include:

SC – Pool. Covers	Will order in July for Fall Usage
SC – Competition Pool Replaster	Completed
SC – Competition Pool Filter Replacement	Completed
SC –Restroom Renovation	Competed
CC- Pond Controller/Pump replacement	Completed
AV – Replaster/repairs to code	Completed
GR – Repaint/Re-stain GreyRock Amenity Center	Completed
Node Clock Replacement	Started
Irrigation Upgrades	Started
Bed Upgrades	Started
Escarpment Project	1st phase started between Needham and South Bay
CCN Improvement	Worked through the issues with the city and clean-up and some planting has started
Construction Repairs	Repairs due to construction have been done at Bernia, Trissino, Slaughter, La Crosse, Escarpment and Archeleta

Current or Future Projects

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

2024 CCHOA INCOME BUDGET

Category	Subcategory	2024 Budget	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Totals	%
Homeowner Income	Homeowner Dues	$5,100,000	$45,011.31	$1,293,639.13	$842,363.35	$173,022.88	$216,451.51	$88,638.32	$2,659,126.50	52%
Homeowner Income	Resale Certificates	$45,000	$2,475.00	$3,600.00	$5,625.00	$6,300.00	$8,100.00	$4,950.00	$31,050.00	69%
Homeowner Income	Transfer Fees I0come	$35,000	$2,800.00	$1,050.00	$4,900.00	$4,550.00	$5,442.00	$4,725.00	$23,467.00	67%
Homeowner Income	Late Fees Collected	$30,000	$1,310.61	$1,696.99	$2,391.79	$2,803.52	$6,348.35	$2,756.04	$17,307.30	58%
Homeowner Income	Lien Admin Fees Income	$900	$138.00	$69.00	$276.00	$69.00	$138.00	$69.00	$759.00	84%
Homeowner Income	Filing Fee Income	$1,400	$112.00	$56.00	$224.00	$56.00	$118.00	$56.00	$622.00	44%
Homeowner Income	NSF Charges	$50	$0.00	$0.00	$0.00	$0.00	$0.00	$25.00	$25.00	50%
Homeowner Income Total		**$5,212,350**	**$51,846.92**	**$1,300,111.12**	**$855,780.14**	**$186,801.40**	**$236,597.86**	**$101,219.36**	**$2,732,356.80**	52%
Architectural Review Incom	Architectural Review I0come	$10,000	$705.00	$800.00	$1,390.00	$1,135.00	$1,005.00	$1,525.00	$6,560.00	66%
Architectural Review Icome Total		**$10,000**	**$705.00**	**$800.00**	**$1,390.00**	**$1,135.00**	**$1,005.00**	**$1,525.00**	**$6,560.00**	66%
Rental Income	Office Rent	$10,000	$0.00	$1,834.11	$0.00	$0.00	$1,834.11	$0.00	$3,668.22	37%
Rental Income	Grill Rent	$6,300	$825.30	$460.95	$0.00	$0.00	$525.30	$1,050.60	$2,862.15	45%
Rental Income Total		**$16,300**	**$825.30**	**$2,295.06**	**$0.00**	**$0.00**	**$2,359.41**	**$1,050.60**	**$6,530.37**	40%
Aquatics Income	Pool Programs	$60,000	$25.00	-$75.00	$2,545.00	$16,435.00	$14,989.50	$23,859.25	$57,778.75	96%
Aquatics Income	Pool Programs - Swim Team	$136,500	$7,080.00	$5,395.00	$7,356.70	$15,670.00	$25,683.68	$9,922.50	$71,107.88	52%
Aquatics Income	Facility Income	$38,000	$4,815.00	$38.00	$19,714.97	$6,706.61	$5,885.82	$9,025.00	$46,185.40	122%
Aquatics Income Total		**$234,500**	**$11,920.00**	**$5,358.00**	**$29,616.67**	**$38,811.61**	**$46,559.00**	**$42,806.75**	**$175,072.03**	75%
CCCC Income	CCCC Facility Rentals	$70,000	$6,317.50	$10,396.25	$5,338.75	$7,882.50	$12,752.25	$8,855.00	$51,542.25	74%
CCCC Income Total		**$70,000**	**$6,317.50**	**$10,396.25**	**$5,338.75**	**$7,882.50**	**$12,752.25**	**$8,855.00**	**$51,542.25**	74%
Landscape Reimbursements	Stratus Reimb	$114,450	$0.00	$54,500.00	$0.00	$0.00	$54,500.00	$0.00	$109,000.00	95%
Landscape Reimbursements	COA Reimb	$17,600	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0%
Landscape Reimbursements Total		**$132,050**	**$0.00**	**$54,500.00**	**$0.00**	**$0.00**	**$54,500.00**	**$0.00**	**$109,000.00**	83%
Credit Card Rewards		$0	$0.00	$0.00	$0.00	$2,000.00	$0.00	$1,000.00	$3,000.00	####
Miscellaneous	Interest Income	$75,000	$6,602.13	$14,310.13	$6,120.85	$6,935.54	$6,043.86	$5,363.29	$45,375.80	61%
Miscellaneous	Sales Tax Discount	$0	-$7.25	$0.00	$0.00	$0.00	$0.00	$0.00	-$7.25	
Miscellaneous Total		**$75,000**	**$6,594.88**	**$14,310.13**	**$6,120.85**	**$8,935.54**	**$6,043.86**	**$6,363.29**	**$48,368.55**	64%
Cove @ CC Reimbursement	Cove @ Circle C HOA	$20,000	$0.00	$0.00	$0.00	$0.00	$10,490.80	$0.00	$10,490.80	52%
Rowell Reimbursement	The Rowell HOA	$123,000	$56,369.28	$0.00	$0.00	$0.00	$0.00	$67,878.45	$124,247.73	101%
Rimbersement Total		**$143,000**	**$56,369.28**	**$0.00**	**$0.00**	**$0.00**	**$10,490.80**	**$67,878.45**	**$134,738.53**	94%
Grand Total		**$5,893,200.00**	**$134,578.88**	**$1,387,770.56**	**$898,246.41**	**$243,566.05**	**$370,308.18**	**$229,698.45**	**$3,264,168.53**	55%

2024 CCHOA EXPENSE BUDGET

Category	Subcategory	2024 Budget	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Totals	%
Commons Area Services	Landscape Maint Contract	$1,510,659	$125,888.25	$125,888.25	$125,888.25	$125,888.25	$125,888.25	$125,888.25	$755,329.50	50%
Commons Area Services	Contract Landscape SC	$38,607	$3,217.25	$3,217.25	$3,217.25	$3,217.25	$3,217.25	$3,217.25	$19,303.50	50%
Commons Area Services	Contract Landscape CCCC	$38,607	$3,217.25	$3,217.25	$3,217.25	$3,217.25	$3,217.25	$3,217.25	$19,303.50	50%
Commons Area Services	Contract Landscape AV	$27,377	$2,281.47	$2,281.47	$2,281.47	$2,281.47	$2,281.47	$2,281.47	$13,688.82	50%
Common Area Services	Contract Landscape GR	$27,377	$2,281.41	$2,281.41	$2,281.41	$2,281.41	$2,281.41	$2,281.41	$13,688.46	50%
Common Area Services	Common Area Holiday Lighti	$53,117	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0%
Commons Area Services	Landscape Repairs	$160,000	$2,130.06	$16,122.52	$14,551.90	$22,006.35	$15,700.00	$23,957.39	$94,468.22	59%
Commons Area Services	Landscape Water Utilities	$275,000	$4,739.09	$3,480.07	$4,014.84	$6,691.06	$18,273.77	$43,385.06	$80,583.89	29%
Commons Area Services	COA Water Utility Complianc	$8,000	$2,490.00	$390.00	$0.00	$2,875.00	$0.00	$0.00	$5,755.00	72%
Common Area Services	Landscape Electric Utilities	$36,000	$3,453.50	$3,514.39	$3,426.07	$3,043.99	$3,090.06	$3,215.31	$19,743.32	55%
Common Area Services	Tree Care	$75,000	$5,252.51	$0.00	$0.00	$7,361.00	$2,944.40	$10,525.00	$26,082.91	35%
Commons Area Services	Fence Repairs & Maint	$8,000	$319.34	$0.00	$0.00	$0.00	$0.00	$385.49	$704.83	9%
Commons Area Services	Electrical Repairs & Maint	$12,000	$3,527.96	$0.00	$0.00	$0.00	$0.00	$0.00	$3,527.96	29%
Common Area Services	Neighborhood Maint & Repa	$27,000	$138.07	$363.90	$7,153.75	$0.00	$2,346.64	$0.00	$10,002.36	37%
Common Area Services	Non Contract Landscape - S	$20,000	$0.00	$0.00	$0.00	$16,800.00	$0.00	$3,000.00	$19,800.00	99%

Common Area Services	Permits	$10,000	$0.00	$665.28	$0.00	$0.00	$0.00	$841.43	$1,506.71	8%
Commons Area Services Total		**$2,326,744**	**$158,936.16**	**$161,421.79**	**$166,032.19**	**$195,663.03**	**$179,240.50**	**$222,195.31**	**$1,083,488.98**	47%
Aquatics Facilities	Administrative	$67,500	$1,659.47	$3,747.68	$17,564.17	$759.99	$4,758.17	$8,264.57	$36,754.05	54%
Aquatics Facilities	Supplies - Pool	$27,500	$289.98	$662.06	$2,146.51	$108.24	$1,959.20	$200.13	$5,366.12	20%
Aquatics Facilities	Supplies - Chemicals	$93,000	$1,979.08	$4,409.74	$5,806.77	$5,809.91	$8,237.69	$6,881.75	$33,124.94	36%
Aquatics Facilities	Supplies & Fees - Swim Tear	$19,000	$17,747.54	$3,484.42	$130.36	$1,827.02	$2,420.87	-$216.75	$25,393.46	134%
Aquatics Facilities	Maintenance - Pool	$128,200	$3,189.91	$12,233.94	$19,937.10	$11,953.40	$3,176.92	$13,975.79	$64,467.06	50%
Aquatics Facilities	Maintenance - Building	$83,100	$7,551.84	$13,955.71	$5,294.59	$5,523.26	$3,993.31	$3,343.87	$39,662.58	48%
Aquatics Facilities	Payroll - Staff	$1,173,000	$26,842.77	$52,917.63	$64,458.13	$67,636.90	$86,058.72	$155,500.62	$453,414.77	39%
Aquatics Facilities	Payroll - Programming Staff	$49,500	$0.00	$0.00	$426.69	$1,479.85	$3,412.78	$5,026.11	$10,345.43	21%
Aquatics Facilities	Payroll - Swim Team	$150,000	$6,145.69	$11,558.57	$7,329.72	$7,535.74	$6,577.91	$9,285.50	$48,433.13	32%
Aquatics Facilities	SC-Utilities - Water	$30,000	$1,800.51	$1,464.47	$5,020.41	$2,208.53	$2,033.00	$2,114.58	$14,641.50	49%
Aquatics Facilities	Avana _Utilities-Water	$9,000	$376.84	$0.00	$811.76	$339.22	$679.89	$273.72	$2,481.43	28%
Aquatics Facilities	GR- Utilities - Water	$4,500	$187.05	$184.02	$161.28	$173.40	$187.05	$179.20	$1,072.00	24%
Aquatics Facilities	SC-Utilities - Electric	$30,000	$339.41	$664.02	$1,396.96	$2,212.87	$2,177.08	$1,854.87	$8,645.21	29%
Aquatics Facilities	Avana - Utilities- Electric	$14,000	$959.57	$976.52	$889.69	$156.76	$671.87	$874.23	$4,528.64	32%
Aquatics Facilities	GR -Utilities-Electric	$8,000	$537.92	$393.87	$753.78	$485.75	$420.25	$387.47	$2,979.04	37%
Aquatics Facilities	Utilities - Natural Gas	$48,000	$3,852.75	$0.00	$27.38	$1,409.27	$1,316.38	$420.18	$7,025.96	15%
Aquatics Facilities	SC-Utilities - Telephone/Inte	$15,000	$580.55	$580.55	$580.55	$580.55	$580.55	$580.55	$3,483.30	23%
Aquatics Facilities	Avana - Telephone/Internet	$5,000	$206.79	$336.06	$336.06	$335.67	$103.57	$572.67	$1,890.82	38%
Aquatics Facilities	GR- Telephone/Internet	$5,000	$684.96	$538.01	$523.01	$522.62	$126.73	$1,132.42	$3,527.75	71%
Aquatic Facilities Total		**$1,959,300**	**$74,932.63**	**$108,107.27**	**$133,594.92**	**$111,058.95**	**$128,891.94**	**$210,651.48**	**$767,237.19**	39%
Circle C Community Center	Utilities - Water	$27,000	$422.74	$1,057.49	$459.16	$545.61	$463.68	$628.00	$3,576.68	13%
Circle C Community Center	Utilities - Electric	$26,000	$1,579.61	$1,749.30	$1,838.51	$1,521.09	$1,550.23	$1,941.33	$10,180.07	39%
Circle C Community Center	Utilities - Telephone/Internet	$9,000	$685.00	$685.05	$700.99	$700.99	$700.99	$700.99	$4,174.01	46%
Circle C Community Ctr	Events Payroll	$8,500	$107.13	$897.28	$382.94	$622.22	$486.55	$509.42	$3,005.54	35%
Circle C Community Center	Maintenance - Building	$57,500	$2,546.32	$2,327.09	$4,549.92	$4,264.40	$1,685.61	$3,997.46	$19,370.80	34%
Circle C Community Ctr Total		**$128,000**	**$5,340.80**	**$6,716.21**	**$7,931.52**	**$7,654.31**	**$4,887.06**	**$7,777.20**	**$40,307.10**	31%
Maintenance Operations	Office Supplies	$800	$150.47	$37.81	$0.00	$82.47	$0.00	$0.00	$270.75	34%
Maintenance Operations	Employee Education	$1,800	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0%
Maintenance Operations	Uniforms	$1,800	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0%
Maintenance Operations	Staff Recruitment	$300	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0%
Maintenance Operations	Safety Equip/Supplies	$1,200	$32.46	$0.00	$0.00	$181.86	$357.19	$0.00	$571.51	48%
Maintenance Operations	Maintenance Payroll	$225,000	$16,133.83	$24,554.67	$16,369.78	$16,369.78	$16,369.78	$16,369.78	$106,167.62	47%
Maintenance Operations	Pool Tech	$74,000	$4,252.70	$6,461.55	$4,307.70	$4,307.70	$5,050.45	$5,255.20	$29,635.30	40%
Maintenance Operations	Payroll Taxes	$29,000	$1,367.27	$1,984.11	$1,317.60	$1,312.61	$1,123.63	$1,331.37	$8,436.59	29%
Maintenance Operations	Computer/Software	$1,400	$0.00	$0.00	$146.04	$0.00	$0.00	$0.00	$146.04	10%
Maintenance Operations	Tools/Supplies	$5,000	$840.01	$705.58	$969.85	$39.54	$181.25	$23.69	$2,759.92	55%
Maintenance Operations	Office Furniture	$600	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0%
Maintenance Operations Total		**$340,900**	**$22,776.74**	**$33,743.72**	**$23,110.97**	**$22,293.96**	**$23,082.30**	**$22,980.04**	**$147,987.73**	43%
HOA Operations	Office Supplies	$9,000	$3,410.95	$1,564.92	$343.37	$339.38	$1,751.78	$500.41	$7,910.81	88%
HOA Operations	Equip & Maintenance	$18,000	$136.84	$527.33	$3,159.50	$705.15	$1,232.88	$136.84	$5,898.54	33%
HOA Operations	HOA Owned Vehicle Expense	$8,000	$664.14	$169.59	$138.42	$192.75	$236.58	$123.64	$1,525.12	19%
HOA Operations	Postage	$24,000	$836.55	$3,293.61	$344.73	$774.19	$4,267.49	$339.19	$9,855.76	41%
HOA Operations	Web Operations	$3,000	$38.40	$1,108.39	$158.40	$66.51	$818.58	$128.58	$2,318.86	77%
HOA Operations	Printing	$7,000	$1,046.17	$0.00	$0.00	$1,573.13	$0.00	$77.07	$2,696.37	39%
HOA Operations	HOA Meetings	$7,000	$3,919.95	$256.29	$225.06	$338.91	$0.00	$3,138.17	$7,878.38	113%
HOA Operations	Deed Restrictions	$5,000	$719.45	$0.00	$0.00	$719.45	$0.00	$0.00	$1,438.90	29%
HOA Operations	HOA Special Events	$45,000	$1,900.00	$3,000.00	$1,324.29	$3,945.20	$5,129.71	$0.00	$15,299.20	34%
HOA Operations	Professional Fees	$2,000	$0.00	$0.00	$0.00	$0.00	$0.00	$814.20	$814.20	41%
HOA Operations Total		**$128,000**	**$12,672.45**	**$9,920.13**	**$5,693.77**	**$8,654.67**	**$13,437.02**	**$5,258.10**	**$55,636.14**	43%
Financial Management	Management Services	$115,000	$9,276.30	$9,976.30	$9,976.30	$9,276.30	$9,276.30	$9,276.30	$57,057.80	50%
Financial Management	Resale Certificate	$13,350	$500.00	$900.00	$1,100.00	$1,600.00	$1,300.00	$1,500.00	$6,900.00	52%
Financial Management	Lien Filing Administrative Fe	$4,500	$0.00	$0.00	$156.00	$26.00	$0.00	$0.00	$182.00	4%
Financial Management	Bank Fees	$70,000	$2,740.48	-$4,653.45	$13,620.83	$8,173.62	$4,379.08	$6,227.83	$30,488.39	44%
Financial Management	CPA/Audit	$10,000	$0.00	$121.00	$60.50	$152.00	$326.50	$1,633.05	$2,293.05	23%
Financial Management Total		**$212,850**	**$12,516.78**	**$6,343.85**	**$24,913.63**	**$19,227.92**	**$15,281.88**	**$18,637.18**	**$96,921.24**	46%

HOA Management	Management Payroll	$225,000	$15,712.59	$23,877.81	$15,918.54	$15,918.54	$15,918.54	$15,918.54	$103,264.56	46%
HOA Management	Management Payroll Taxes	$22,500	$1,340.65	$2,001.92	$1,312.11	$1,326.32	$1,126.05	$1,336.10	$8,443.15	38%
HOA Management	Mileage Reimbursement	$6,000	$341.70	$551.41	$360.46	$365.15	$480.39	$423.44	$2,522.55	42%
HOA Management	Insurance Stipend	$60,000	$0.00	$3,899.99	$3,939.99	$3,939.99	$3,939.99	$3,939.99	$19,659.95	33%
HOA Management	Cont Ed & Skills Enhancemei	$2,000	$340.00	$0.00	$0.00	$0.00	$0.00	$0.00	$340.00	17%
HOA Management Total		**$315,500**	**$17,734.94**	**$30,331.13**	**$21,531.10**	**$21,550.00**	**$21,464.97**	**$21,618.07**	**$134,230.21**	43%
Architectural Review Expen:	Architectural Review Expens	$8,000	$561.00	$845.00	$1,181.50	$964.75	$854.25	$1,296.25	$5,702.75	71%
Architectural Review Expenses Total		**$8,000**	**$561.00**	**$845.00**	**$1,181.50**	**$964.75**	**$854.25**	**$1,296.25**	**$5,702.75**	71%
Legal Services	Legal Services	$20,000	$0.00	$7,557.04	$2,092.00	$423.50	$940.50	$0.00	$11,013.04	55%
Legal Services Total		**$20,000**	**$0.00**	**$7,557.04**	**$2,092.00**	**$423.50**	**$940.50**	**$0.00**	**$11,013.04**	55%
Taxes	Property	$12,000	$168.50	$0.00	$0.00	$0.00	$0.00	$0.00	$168.50	1%
Taxes	Income/Franchise Taxes	$0	$0.00	$0.00	$0.00	$239.11	$0.00	$0.00	$239.11	####
Taxes Total		**$12,000**	**$168.50**	**$0.00**	**$0.00**	**$239.11**	**$0.00**	**$0.00**	**$407.61**	3%
Insurance	General, Property, Boiler & A	$85,500	$8,458.09	$8,458.10	$8,458.10	$8,458.09	$8,458.09	$8,458.08	$50,748.55	59%
Insurance	Auto	$6,000	$517.64	$517.64	$517.63	$517.63	$517.63	$517.63	$3,105.80	52%
Insurance	D & O Insurance	$12,000	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0%
Insurance	Worker's Comp	$16,000	$0.00	$0.00	$0.00	$0.00	$0.00	$11,475.86	$11,475.86	72%
Insurance Total		**$119,500**	**$8,975.73**	**$8,975.74**	**$8,975.73**	**$8,975.72**	**$8,975.72**	**$20,451.57**	**$65,330.21**	55%
Community Enhancement	Donations	$1,000	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0%
Community Enhancement	Association Memberships	$2,000	$50.00	$25.00	$499.67	$0.00	$0.00	$461.83	$1,036.50	52%
Community Enhancement Total		**$3,000**	**$50.00**	**$25.00**	**$499.67**	**$0.00**	**$0.00**	**$461.83**	**$1,036.50**	35%
Reserve Transfer		**$319,406**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	
Grand Total		**$5,893,200**	**$314,666**	**$373,987**	**$395,557**	**$396,706**	**$397,056**	**$531,327**	**$2,409,299**	**41%**

Expected Reserve Expenditures and Capital Improvement for 2024		**YTD**
SC Pool Covers	$9,000	$0.00
SC - Competition Pool Replaster	$320,000	$313,352.04
SC- Competition Pool Filter Replacement	$130,000	$90,040.73
SC-Restroom Renovation	$180,000	$155,839.24
CC-Pond Controller/Pump Replacement	$18,000	$0.00
AC-Replaster/Replair to Code	$130,000	$123,494.00
GR_Repaint/Restain Amenity Center	$4,000	$3,500.00
Node Clock Replacement	$90,000	$90,000.00
Rock Work	$25,000	$25,000.00
Irrigation Upgrades	$35,000	$35,000.00
Bed Upgrades	$35,000	$35,000.00
Escarpment Project	$200,000	$186,250.00
CCN Improvement	$200,000	$51,203.96
Construction Repairs	$50,000	$24,685.70
Total	**$1,426,000**	**$1,133,365.67**
Total Capital Budget Projects	**$1,426,000.00**	**$1,133,365.67**
Grand Total Expenses	**$7,319,200.00**	

Circle C Aquatics **June-24** **Summer Operations**

Facility Usage	*Swim Center*		*Community Center*		*Avaña*		*Greyrock*		***Total***	
	Jun-24	YTD	Jun-24	YTD	Jun-24	YTD	Jun-24	YTD	**Jun-24**	**YTD**
Resident Entries	10,100	24,523	5,606	7,186	3,623	5,372	1,018	1,454	**20,347**	**38,535**
Unique Residents	2,856	3,790	2,884	3,297	1,800	2,351	483	579	**5,382**	**6,351**
Unique Households	1,127	1,432	985	1,115	617	793	168	202	**1,903**	**2,180**
Guest Entries	654	1,640	751	898	286	393	92	119	**1,783**	**3,050**
Other Entries	2,902	7,679	0	0	0	0	0	0	**2,902**	**7,679**
Average Hourly Count	40		50		22		7			
Average % of Capacity	16%		28%		15%		5%			
Max Hourly Count	256		136		96		32			
Total Entries	**13,656**	**33,842**	**6,357**	**8,084**	**3,909**	**5,765**	**1,110**	**1,573**	**25,032**	**49,264**

Incidents	*Swim Center*		*Community Center*		*Avaña*		*Greyrock*		***Total***	
	Jun-24	YTD	Jun-24	YTD	Jun-24	YTD	Jun-24	YTD	**Jun-24**	**YTD**
Water Rescues	2	4	1	1	0	0	0	0	**3**	**5**
First Aid Responses	8	24	6	7	6	9	0	0	**20**	**40**
Sudden Illness Treatments	6	9	2	2	2	4	1	1	**11**	**16**
Patron/Facility Incidents	4	7	1	2	1	1	1	1	**7**	**11**
Biohazard Cleanups	5	11	4	4	6	9	1	1	**16**	**25**
Suspensions/Expulsions	0	0	0	0	0	0	0	0	**0**	**0**
EMS/911 Callouts	0	1	0	0	0	0	0	0	**0**	**1**
Total Incidents	**18**	**42**	**10**	**12**	**9**	**14**	**1**	**1**	**38**	**69**
Incident per Entry Ratio	**0.13%**	**0.12%**	**0.16%**	**0.15%**	**0.23%**	**0.24%**	**0.09%**	**0.06%**	**0.15%**	**0.14%**

Revenue	Jun-24	*YTD*
Aquatics Programs	$ 23,859.25	$ 57,778.75
Swim Team	$ 9,922.50	$ 71,107.88
Guest Fees	$ 3,407.00	$ 5,169.00
Area Reservations	$ 3,600.00	$ 3,600.00
Facility Rentals	$ -	$ 4,312.50
Lane Rentals	$ 252.00	$ 28,888.40
Other Facility Income	$ 1,766.00	$ 4,215.50
Total Aquatics Revenue	$ 42,806.75	$ 175,072.03

Programs	Jun-24
Select Swim Team	56
Masters Swimming	15
Group Swim Lessons	64
Private Swim Lessons	290
Water Aerobics	27
Certification Courses	31
WSI Course	0
Total Participants	**483**

Reservations & Rentals	Jun-24	YTD
Area Reservations	14	14
Facility Rentals	0	5
Lap Lane Reservations	0	1009
Total Reservations	**14**	**1028**

Aquatics Staffing	Jun-24
Lifeguards/Head Guards	135
Front Desk Staff	17
Instructors/Coaches	14
Total Staff	**166**

Resident Stats	Individuals	Households	Members / Household
Homeowners	13,059	4,476	2.92
Renters	853	239	3.57
New Memberships	425	151	
Totals	**13,912**	**4,715**	**2.95**

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

SWIM CENTER COMPOUND/Maintenance Offices

- Routine Cleaning and Maintenance has been completed
- Minor Equipment and Facility Repairs Made

COMMUNITY CENTER

- Routine inspections and maintenance have been completed
- Pond Pumps and Controller Replacement Completed

COMMUNITY CENTER POOL

- Routine cleaning and maintenance have been performed.
- Minor Repairs have been completed on equipment and facility.
- Atlantis Repaired a couple of spots in the plaster—we have had a couple more spots come off. Atlantis is looking into this.

NEIGHBORHOOD

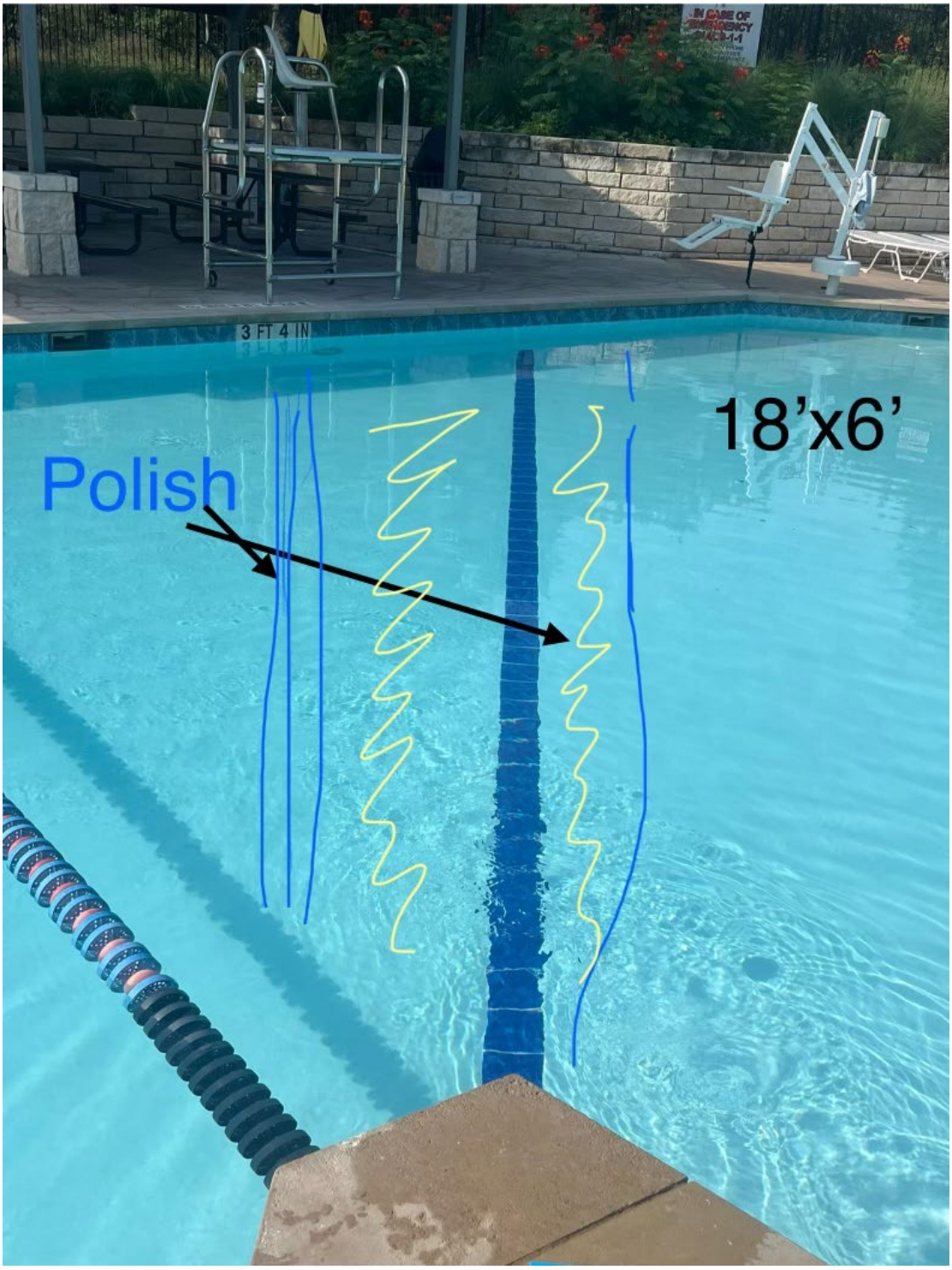
- Minor repairs have been completed as needed
- Minor Graffiti Removal

AVANA AMENITIES CENTER

- Minor repairs have been made
- Atlantis Polished Beach Entry and Rough Spots

GREY ROCK AMENITIES CENTER

- Routine Cleaning and Maintenance have been completed
- Minor repairs have been made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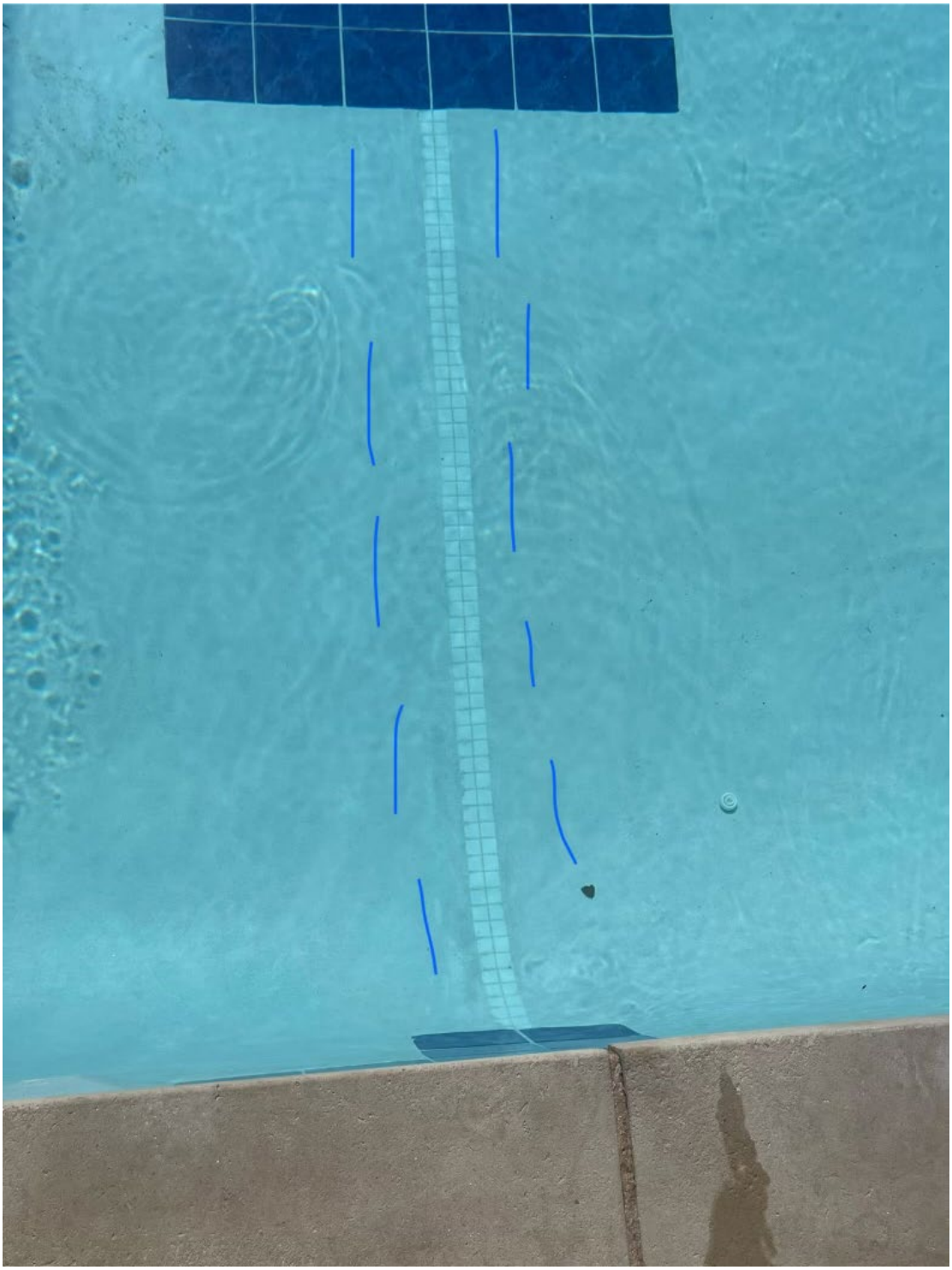
18'x6'
Polish



9 IN

NOW, THEREFORE, in consideration of the premises and for the purpose of amending, continuing in effect and carrying out the purposes of insuring harmonious, pleasant and satisfactory living conditions in a residential subdivision, and to insure means for mutually safeguarding and enhancing the value of investments in said Subdivision by each property owner - therein, the undersigned Owners and Circle C Ranch Homeowners Association, Inc. hereby execute the Amended Declaration, which shall amend and supplant the related Original Declaration in its entirety, and in so doing, the undersigned lot owners and Circle C Home Owners Association hereby adopt, establish, promulgate, and impress upon the Properties the restrictions and covenants set forth hereinafter, which said restrictions, covenants and provisions shall govern the development and use of said Properties, and shall be binding upon said owners, their heirs, successors and assigns, for the term stipulated herein.

WHEREAS, the Members of the Association, desire to amend the above document as hereinafter set forth to address the above stated issue; and

WHEREAS, all Members of the Association have been provided written notice of this proposed amendment; and

WHEREAS, this amendment of the Declaration, as set forth below, has been approved by the Members casting at least 2/3rd of the votes in the Association in approval of this amendment:

NOW THEREFORE, pursuant to the above recitals, the Members of the Association hereby amend the provisions of the Declaration to adopt, establish and impose upon the Properties , the following amendments:

The Declaration is amended to read as follows:

1. Article V, Section 3. of the Declaration is hereby modified and amended such that the following provision is hereby added as new subsection "r" immediately following existing subsection "q".

r. Leases. Except as hereinafter provided, and notwithstanding any other covenant, condition or restriction contained herein, no Owner of any Lot shall lease such Lot nor subject such Lot to any Lease Agreement except strictly in accordance with the following provisions.
(1) Definitions. For purposes of this subsection, the terms "lease" or "leasing" shall refer to the act of regular, exclusive occupancy of a residence on a Lot by any person other than the Owner, for which the Owner receives any consideration or benefit including, without limitation, a fee, service, or gratuity. The term "Lease Agreement" shall refer to the written agreement between an Owner of a a Lot and the person (sometimes referred to herein as a "tenant") engaged in the act of leasing the Lot.

(2) Leases Approved. If the Lease Agreement strictly complies with the following terms and conditions, the Lease Agreement shall be deemed approved without further action by either the Owner or the Association:

(a) Written Lease Agreement. for the leasing of any residence on any Lot must be set forth in a written Lease Agreement that includes the following terms:

(i) such Lease Agreement is specifically subject to the provisions of this Declaration and all other governing documents of the Association (including, without limitation, bylaws, rules, regulations,

policies and guidelines as the same may exist or be amended from time to time and being collectively, the "Governing Documents");

(ii) any failure of the Owner or tenant under any Lease Agreement to comply with the terms of the Declaration and all other Governing Documents shall be deemed to be a default under such Lease Agreement; and

(iii) the Owner acknowledges giving to the tenant under any Lease Agreement copies of the Declaration and all other Governing Documents, as a part of the Lease Agreement.

(b) Notice to Association. Within 10 days of a Lease Agreement being signed, the Owner of the leased residence on a Lot shall notify the Association of the Lease Agreement, send a signed copy of the Lease Agreement to the Association or its management company, and provide any additional information the Association or the Board of Directors may reasonably require.

(c) Whole House. Any residence on a Lot that is leased shall be leased only in its entirety; separate rooms, floors, or other areas within a residence on a Lot may not be separately leased.

(d) One Family. It is expressly forbidden to execute a Lease Agreement for, and occupy an Owner's residence on, a Lot to more than one Single-Family. [The current Declaration does not define "Single-Family". I think we may want to strike this item (d) entirely otherwise we need to add a definition of "Single-Family". Would need Patty's input.]

(e) Lease Term. The Lease Agreement shall provide for a minimum initial term of at least six (6) months. Without the Board of Director's prior consent, the residence on the Lot may not be subleased and the Lease Agreement may not be assigned during the initial six (6) month term or any extension or renewal term thereafter.

(f) Termination. In the event of termination of the Lease Agreement prior to the end of the minimum initial term, the Owner may not enter into a new Lease Agreement with a term commencing prior to the date on which the previous Lease Agreement would have expired without prior approval of the Board of Directors. The Board of Directors may grant approval for such a new Lease Agreement if it determines that the Owner acted in good faith with no intent to circumvent the requirements of this subsection and could not have reasonably anticipated the early termination of the previous Lease Agreement at the time the previous Lease Agreement was signed.

(3) Prohibited Leasing. Leasing of residences on Lots other than in strict conformity with this Section 3.r., including short-term or vacation rentals, is prohibited.

(4) Advertisements. No residence on a Lot shall be advertised or otherwise offered for lease for a period less than six (6) months. Further, no residence on a Lot shall be advertised or listed on any short term or vacation rental website, media platform or database (e.g. Airbnb, VRBO, Flipkey, HomeAway, Hometogo, etc.).

The Owners having at least [seventy-five percent (75%)??, per Article VIII, Section2] sixty-seven percent (67%) of the total eligible votes of the membership voting together have voted in favor of and approved this amendment.