

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

- I. Roll Call
- II. Acceptance of Agenda
- III. Acceptance of February 22, 2023 board meeting minutes *Trinh Bartlett*
- IV. Homeowner Forum (3 min each)  
*(Homeowners may sign up to speak for the Homeowners Forum by calling the HOA manager at 512-288-8663 or sending an email to [info@circlecranch.info](mailto:info@circlecranch.info) at least a week before the meeting, in writing. Members will be given 3 minutes to address the board. The Board will send a reply through the HOA Office after the meeting.*
- V. Management Reports
  - a. General Report, *Karen Hibpshman*
    - 1. Feb YTD Financials
  - b. Landscape Report, *Susan Hoover*
  - c. Aquatics Report, *Brody McKinley*
  - d. Maintenance Report, *Robert Bardeleben*
- VI. Discussion Items
  - a. Storm Damage Update
  - b. Circle C Café Patio Proposal
  - c. Newsletter options
- VII. Action Items
  - a. Board Officer Appointments
  - b. Escarpment Loop Project
  - c. Ratify the Avana pool repair vote
  - d. Texas Gas Easement Agreement
- VIII. Adjourn Public Meeting
- IX. Executive Session

**Attachments**

- 1. February 2023 Board Meeting Minutes
- 2. General Report (including YTD Financials)
- 3. Landscape Report
- 4. Aquatics Report
- 5. Maintenance Report

**Circle C Homeowners Association**  
**Board Meeting Minutes**  
**February 22, 2023**

1. The CCHOA Board of Directors convened on February 22, 2023, at the Community Center and via video conferencing (Zoom). Stephen Bega called the meeting to order at 6:37p.m. In attendance were board members Stephen Bega, Russ Hodes, David Lachance, Jason Bram, Mark Blanton and Kimberly De La Garza were in person. Trinh Bartlett joined at 6:41pm via Zoom. CHOA Manager Karen Hibpshman (HOA Manager), Robert Bardeleben (Facilities Coordinator) and Brody McKinley (Aquatics Director) were present.
2. Stephen presented the February 22, 2023 agenda. Karen asked to add Avana Emergency Repair as a discussion items. Jason motioned to accept the agenda with the added discussion item. David seconded the motion. All were in favor and the motion passed.
3. Stephen presented the January 25, 2023 Board of Directors Meeting Minutes. Russ motioned to approve the minutes as written. David seconded the motion. All were in favor and the motion passed.
4. Stephen introduced the Homeowner Forum. No owners 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 Storm Damage Update. We are currently removing the debris along the common areas and stacking the cut of debris in strategic locations throughout Circle C. Once an area is done, this is reported to 311 for storm debris to be picked up. The next phase will be removing all the broken and damaged limbs that are higher up in the trees. This will take some time to address all the trees within the common area. We have not touched anything in the greenbelts unless a tree/limb fell onto the resident's fence. We will evaluate the greenbelts at a later date but will still encourage residents not to enter the greenbelts for safety issues.
10. The second discussion item was the Annual Meeting Update/Candidates. We held the Candidate Forum on February 15<sup>th</sup> and we have 4 great candidates running for the two open board positions. We are also close to 20% for quorum for the Annual Meeting.
11. The third discussion item was the Annual Financial Report to the Membership. Karen will be working on that to send to the board to review prior to it being published.

12. The fourth discussion item was the Avana Emergency Repair. Robert has been working with a leak detection company on another leak at the Avana pool. There is currently a leak in the main drain and another leak in the crack in the shallow end of the pool. The fix for the crack in the shallow end is for it to be chipped out and stapled to prevent additional leaking. We are not able to do a temporary fix and wait to do the permanent repair when the pool is replastered. It is a repair that needs to be done soon in order to open the pool in May. The board will vote via email and the vote will be ratified at the March board meeting.
13. The first action item was the Escarpment Loop. Mark motioned to table the item. Russ seconded the motion. All were in favor and the motion passed.
14. The seconded action item was the CCN Boring. Kimberly motioned to accept the bid from JT Underground. Mark seconded the motion. All were in favor and the motion passed.
15. The third action item was the Texas Gas Easement Agreement. Russ motioned to table the item. Jason seconded the motion. All were in favor and the motion passed.
16. The fourth action item was a Budget Adjustment for Grinder Pump replacement. Jason motioned to increase the budgeted amount by \$5,500. Kimberly seconded the motion. All were in favor and the motion passed.
17. The fifth action item was the Swim at your Own Risk Proposal from the Committee. Mark motioned to table. Kimberly seconded the motion. Russ, David, Mark and Kimberly voted yes. Stephen and Jason voted no. The motion passed 4-2.
18. Jason motioned to adjourn the Public Meeting at 8:09 pm. Russ seconded the motion. All were in favor and the motion passed.

**Circle C Homeowners Association  
 Manager's Report  
 February 17, 2023 – March 24, 2023**

**Violation Report  
 February 17, 2023 – March 24, 2023**

	February 17, 2023 – March 24, 2023		Feb 21, 2022- Mar 25, 2022	
254 Violations			589	
Rubbish/Debris	62	24.41%	338	57.39%
Front Yard Maintenance	76	29.92%	57	9.68%
Architectural	25	9.84%	22	3.74%
Vehicle Storage	15	5.91%	26	4.41%
Repair of Exterior Damages	19	7.48%	36	6.11%
Exterior Lighting	18	7.09%	83	14.09%
Driveway	0	0.0%	0	0.0%
Fencing	8	3.15%	1	.34%
Use Limitations	3	1.18%	0	0.0%
Recreational Equipment	13	5.12%	0	0.0%
Offensive Activities	2	0.79%	0	0.0%
Common Properties	0	0%	0	0.0%
Maintenance	11	4.70%	21	3.57%
Abutting Landscaping	1	0.39%		

254 Violations by Stage			589 Violations by Stage	
Stage 1/Cooperative Letters	203	79.92%	523	90.08%
Stage 2 Letters	40	13.67%	61	15.74%
Stage 3 Letters	11	5.98%	5	4.33%

254 Violation Updates/Creates			589 Violation Updates/Creates	
Closed	142	55.91%	324	88.79%
New	87	34.25%	188	31.92%
Escalated	23	9.06%	64	10.87%
Re-Opened	2	0.79%	12	2.04%
Attorney			2	

## **Administration**

9 New Homeowner Packets mailed February 17<sup>th</sup> – March 17<sup>th</sup>.

## **Financial**

AP checks were signed on March 20<sup>th</sup> with Terri Giles

## **Upcoming Special Events**

April 1<sup>st</sup> – Easter Egg Hunt at CDC

April 7<sup>th</sup> - Good Friday – HOA Office closed

April 9<sup>th</sup> – Easter Sunday

April 14<sup>th</sup> – Food Trailer Night

April 26<sup>th</sup> – Board Meeting

April 29<sup>th</sup> – 1<sup>st</sup> Semi-Annual Garage Sale

May 6<sup>th</sup> – Primary Election – Community Center is a voting location (Not an early voting location)

## **Project/Updates**

- Storm Damages – will walk through that under “Discussion Items”
- There are still issues from the Verizon project that are still being repaired. Irrigation wiring is still an issue and not 100%.
- Corrected a billing error on an irrigation meter. We were being charged a drainage fee again on a meter which included the following streets, Brecourt Manor Way, Moon Rock Dr, Capstone Dr, Sky Rock Dr, Red Pebble Rd and La Crosse Ave. The charge is being removed and we will receive a credit for the previously paid drainage charges.
- Food Trailer Nights are back and the 2<sup>nd</sup> Food Trailer Night will be April 14<sup>th</sup>.
- 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.
- Annual Meeting – Power Points, draft minutes and election results are uploaded on the website. The blast email was sent out with the election results on 3/23/23

- **Capital Projects**

2023 Capital Budget Projects include:

SC – Pool. Covers	Will order in August
SC – Lane Lines	Completed
SC – Lounge Chairs	Completed
SC – Partial Replacement of Benches/Tables	Will Order in April
CC – Lounge Chairs	Completed
CC- Refinish Splash Pad Features \$4,500 from 2022 Budget	Features Received
CC- 2-Sewage Grinder	Service Requested
Splash Pad Surface/Bollard Repair	Coating has been received – Will complete in April
CC-Replace Rails/Repair Decking	Coating has been received. Will Complete in April
SC – AC Replacement	Completed
CC – Replace Grinder Pumps	Parts Ordered – should be completed in April
Node Clock Replacement	Not Started
Rock Work	Not Started
Plant Replacement	
Escarpment Project	Need to hold a workshop

CCN Improvement	Bid approved and signed bid was sent to contractor to schedule
Construction Repairs	
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	Totals	%
Homeowner Income	Homeowner Dues	\$4,470,000	\$29,483.04	\$1,168,979.37	\$1,198,462.41	27%
Homeowner Income	Resale Certificates	\$30,075	\$2,700.00	\$2,925.00	\$5,625.00	19%
Homeowner Income	Transfer Fees IOcome	\$55,125	\$1,400.00	\$1,925.00	\$3,325.00	6%
Homeowner Income	Late Fees Collected	\$25,000	\$616.49	\$2,385.58	\$3,002.07	12%
Homeowner Income	Lien Admin Fees Income	\$420	\$14.00	\$276.00	\$290.00	69%
Homeowner Income	Filing Fee Income	\$1,680	\$56.00	\$241.54	\$297.54	18%
Homeowner Income	NSF Charges	\$50	\$0.00	\$0.00	\$0.00	0%
<b>Homeowner Income Total</b>		<b>\$4,582,350</b>	<b>\$34,269.53</b>	<b>\$1,176,732.49</b>	<b>\$1,211,002.02</b>	26%
Architectural Review Income	Architectural Review IOcome	\$10,000	\$1,140.00	\$960.00	\$2,100.00	21%
<b>Architectural Review IOcome Total</b>		<b>\$10,000</b>	<b>\$1,140.00</b>	<b>\$960.00</b>	<b>\$2,100.00</b>	21%
Rental Income	Office Rent	\$9,000	\$0.00	\$1,834.11	\$1,834.11	20%
Rental Income	Grill Rent	\$6,600	\$1,100.00	\$525.30	\$1,625.30	25%
<b>Rental Income Total</b>		<b>\$15,600</b>	<b>\$1,100.00</b>	<b>\$2,359.41</b>	<b>\$3,459.41</b>	22%
Aquatics Income	Pool Programs	\$60,000	\$2,112.00	\$3,180.00	\$5,292.00	9%
Aquatics Income	Pool Programs - Swim Team	\$136,500	\$15,390.00	\$15,233.00	\$30,623.00	22%
Aquatics Income	Facility Income	\$35,000	\$5,139.34	\$8,971.80	\$14,111.14	40%
<b>Aquatics Income Total</b>		<b>\$231,500</b>	<b>\$22,641.34</b>	<b>\$27,384.80</b>	<b>\$50,026.14</b>	22%
CCCC Income	CCCC Facility Rentals	\$50,000	\$7,300.00	\$6,207.50	\$13,507.50	27%
<b>CCCC Income Total</b>		<b>\$50,000</b>	<b>\$7,300.00</b>	<b>\$6,207.50</b>	<b>\$13,507.50</b>	27%
Landscape Reimbursement	Stratus Reimb	\$109,000	\$0.00	\$0.00	\$0.00	0%
Landscape Reimbursement	COA Reimb	\$17,600	\$0.00	\$0.00	\$0.00	0%
<b>Landscape Reimbursements Total</b>		<b>\$126,600</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	0%
Miscellaneous	Interest Income	\$15,000	\$5,421.11	\$12,182.71	\$17,603.82	117%
Miscellaneous	Sales Tax Discount	\$0	\$0.30	\$0.00	\$0.30	
<b>Miscellaneous Total</b>		<b>\$15,000</b>	<b>\$5,421.41</b>	<b>\$12,182.71</b>	<b>\$17,604.12</b>	117%
Cove @ CC Reimbursement	Cove @ Circle C HOA	\$15,000	\$0.00	\$0.00	\$0.00	0%
Rowell Reimbursement	The Rowell HOA	\$110,000	\$0.00	\$0.00	\$0.00	0%
<b>Rimbursement Total</b>		<b>\$125,000</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	0%
<b>Grand Total</b>		<b>\$5,156,050.00</b>	<b>\$71,872.28</b>	<b>\$1,225,826.91</b>	<b>\$1,297,699.19</b>	25%

## 2023 CCHOA EXPENSE BUDGET

Category	Subcategory	2023 Budget	Jan-23	Feb-23	Totals	%
Commons Area Services	Landscape Maint Contract	\$1,510,634	\$125,888.25	\$125,888.25	\$251,776.50	17%
Commons Area Services	Contract Landscape SC	\$38,606	\$3,217.25	\$3,217.25	\$6,434.50	17%
Commons Area Services	Contract Landscape CCCC	\$38,606	\$3,217.25	\$3,217.25	\$6,434.50	17%
Commons Area Services	Contract Landscape AV	\$27,376	\$2,281.41	\$2,281.47	\$4,562.88	17%
Common Area Services	Contract Landscape GR	\$27,376	\$2,281.41	\$2,281.41	\$4,562.82	17%
Common Area Services	Common Area Holiday Lighti	\$53,116	\$0.00	\$0.00	\$0.00	0%
Commons Area Services	Landscape Repairs	\$140,000	\$6,708.00	\$19,749.20	\$26,457.20	19%
Commons Area Services	Landscape Water Utilities	\$255,000	\$7,269.44	\$6,474.85	\$13,744.29	5%
Commons Area Services	COA Water Utility Complianc	\$8,000	\$6,014.18	\$0.00	\$6,014.18	75%
Common Area Services	Landscape Electric Utilities	\$36,000	\$3,234.98	\$2,847.78	\$6,082.76	17%
Common Area Services	Tree Care	\$75,000	\$0.00	\$1,426.19	\$1,426.19	2%
Commons Area Services	Fence Repairs & Maint	\$8,000	\$0.00	\$0.00	\$0.00	0%
Commons Area Services	Electrical Repairs & Maint	\$12,000	\$476.30	\$421.53	\$897.83	7%
Common Area Services	Neighborhood Maint & Repa	\$24,000	\$60.56	\$716.50	\$777.06	3%

Common Area Services	Non Contract Landscape - S	\$20,000	\$0.00	\$0.00	\$0.00	0%
<b>Commons Area Services Total</b>		<b>\$2,273,714</b>	<b>\$160,649.03</b>	<b>\$168,521.68</b>	<b>\$329,170.71</b>	14%
Aquatics Facilities	Administrative	\$65,000	\$4,047.24	\$6,586.28	\$10,633.52	16%
Aquatics Facilities	Supplies - Pool	\$27,500	\$2,594.02	\$1,716.95	\$4,310.97	16%
Aquatics Facilities	Supplies - Chemicals	\$95,000	\$2,445.38	\$6,051.40	\$8,496.78	9%
Aquatics Facilities	Supplies & Fees - Swim Team	\$19,000	\$3,463.40	-\$407.38	\$3,056.02	16%
Aquatics Facilities	Maintenance - Pool	\$125,400	\$8,778.12	\$10,038.92	\$18,817.04	15%
Aquatics Facilities	Maintenance - Building	\$86,200	\$4,276.02	\$7,208.57	\$11,484.59	13%
Aquatics Facilities	Payroll - Staff	\$954,650	\$31,482.30	\$40,240.79	\$71,723.09	8%
Aquatics Facilities	Payroll - Programming Staff	\$49,950	\$77.86	\$401.31	\$479.17	1%
Aquatics Facilities	Payroll - Swim Team	\$144,600	\$7,751.24	\$8,283.88	\$16,035.12	11%
Aquatics Facilities	SC-Utilities - Water	\$30,000	\$1,951.17	\$2,180.04	\$4,131.21	14%
Aquatics Facilities	Avana _Utilities-Water	\$9,000	\$100.85	\$685.84	\$786.69	9%
Aquatics Facilities	GR- Utilities - Water	\$4,500	\$160.37	\$231.10	\$391.47	9%
Aquatics Facilities	SC-Utilities - Electric	\$33,000	\$1,891.51	\$1,948.76	\$3,840.27	12%
Aquatics Facilities	Avana - Utilities- Electric	\$16,000	\$643.00	\$469.85	\$1,112.85	7%
Aquatics Facilities	GR -Utilities-Electric	\$9,000	\$478.68	\$528.22	\$1,006.90	11%
Aquatics Facilities	Utilities - Natural Gas	\$52,000	\$5,493.65	\$8,921.80	\$14,415.45	28%
Aquatics Facilities	SC-Utilities - Telephone/Inte	\$15,000	\$575.53	\$575.53	\$1,151.06	8%
Aquatics Facilities	Avana - Telephone/Internet	\$5,000	\$261.67	\$262.37	\$524.04	10%
Aquatics Facilities	GR- Telephone/Internet	\$5,000	\$282.08	\$269.02	\$551.10	11%
<b>Aquatic Facilities Total</b>		<b>\$1,745,800</b>	<b>\$76,754.09</b>	<b>\$96,193.25</b>	<b>\$172,947.34</b>	10%
Circle C Community Center	Utilities - Water	\$27,000	\$344.53	\$387.88	\$732.41	3%
Circle C Community Center	Utilities - Electric	\$26,000	\$1,581.99	\$984.20	\$2,566.19	10%
Circle C Community Center	Utilities - Telephone/Interne	\$9,000	\$676.63	\$676.64	\$1,353.27	15%
Circle C Community Ctr	Events Payroll	\$8,500	\$275.96	\$505.96	\$781.92	9%
Circle C Community Center	Maintenance - Building	\$61,500	\$1,628.51	\$3,779.56	\$5,408.07	9%
<b>Circle C Community Ctr Total</b>		<b>\$132,000</b>	<b>\$4,507.62</b>	<b>\$6,334.24</b>	<b>\$10,841.86</b>	8%
Maintenance Operations	Office Supplies	\$1,200	\$150.47	\$0.00	\$150.47	13%
Maintenance Operations	Employee Education	\$1,200	\$215.00	\$0.00	\$215.00	18%
Maintenance Operations	Uniforms	\$1,800	\$0.00	\$0.00	\$0.00	0%
Maintenance Operations	Staff Recruitment	\$300	\$0.00	\$0.00	\$0.00	0%
Maintenance Operations	Safety Equip/Supplies	\$1,400	\$0.00	\$110.64	\$110.64	8%
Maintenance Operations	Maintenance Payroll	\$225,000	\$15,897.88	\$15,897.88	\$31,795.76	14%
Maintenance Operations	Pool Tech	\$95,000	\$4,197.70	\$4,197.70	\$8,395.40	9%
Maintenance Operations	Payroll Taxes	\$20,000	\$1,784.58	\$952.05	\$2,736.63	14%
Maintenance Operations	Computer/Software	\$1,400	\$0.00	\$0.00	\$0.00	0%
Maintenance Operations	Tools/Supplies	\$5,000	\$556.56	\$1,488.02	\$2,044.58	41%
Maintenance Operations	Office Furniture	\$600	\$0.00	\$0.00	\$0.00	0%
<b>Maintenance Operations Total</b>		<b>\$352,900</b>	<b>\$22,802.19</b>	<b>\$22,646.29</b>	<b>\$45,448.48</b>	13%
HOA Operations	Office Supplies	\$9,000	\$457.23	\$44.82	\$502.05	6%
HOA Operations	Equip & Maintenance	\$18,000	\$341.27	\$437.11	\$778.38	4%
HOA Operations	HOA Owned Vehicle Expense	\$8,000	\$426.31	\$1,643.54	\$2,069.85	26%
HOA Operations	Postage	\$20,000	\$2,993.37	\$2,136.36	\$5,129.73	26%
HOA Operations	Web Operations	\$3,000	\$69.79	\$1,071.11	\$1,140.90	38%
HOA Operations	Printing	\$5,000	\$2,400.03	\$144.38	\$2,544.41	51%
HOA Operations	HOA Meetings	\$5,000	\$2,988.31	\$127.92	\$3,116.23	62%
HOA Operations	Deed Restrictions	\$5,000	\$719.45	\$0.00	\$719.45	14%
HOA Operations	HOA Special Events	\$45,000	\$0.00	\$0.00	\$0.00	0%
HOA Operations	Professional Fees	\$2,000	\$0.00	\$2,073.53	\$2,073.53	104%
HOA Operations	Reserve Study Update	\$5,500	\$2,675.00	\$0.00	\$2,675.00	49%
<b>HOA Operations Total</b>		<b>\$125,500</b>	<b>\$13,070.76</b>	<b>\$7,678.77</b>	<b>\$20,749.53</b>	17%
Financial Management	Management Services	\$115,000	\$9,276.30	\$9,276.30	\$18,552.60	16%
Financial Management	Resale Certificate	\$13,350	\$450.00	\$850.00	\$1,300.00	10%
Financial Management	Lien Filing Administrative Fe	\$4,500	\$840.00	\$1,400.00	\$2,240.00	50%
Financial Management	Bank Fees	\$40,000	\$2,982.49	\$2,178.25	\$5,160.74	13%

Financial Management	CPA/Audit	\$10,000	\$0.00	\$2,259.74	\$2,259.74	23%
<b>Financial Management Total</b>		<b>\$182,850</b>	<b>\$13,548.79</b>	<b>\$15,964.29</b>	<b>\$29,513.08</b>	16%
HOA Management	Management Payroll	\$225,000	\$15,996.89	\$16,973.64	\$32,970.53	15%
HOA Management	Management Payroll Taxes	\$20,000	\$1,826.68	\$1,073.12	\$2,899.80	14%
HOA Management	Mileage Reimbursement	\$6,000	\$351.74	\$454.57	\$806.31	13%
HOA Management	Insurance Stipend	\$60,000	\$4,729.33	\$3,722.77	\$8,452.10	14%
HOA Management	Cont Ed & Skills Enhanceme	\$2,000	\$0.00	\$0.00	\$0.00	0%
<b>HOA Management Total</b>		<b>\$313,000</b>	<b>\$22,904.64</b>	<b>\$22,224.10</b>	<b>\$45,128.74</b>	14%
Architectural Review Expen	Architectural Review Expens	\$8,000	\$969.00	\$816.00	\$1,785.00	22%
<b>Architectural Review Expenses Total</b>		<b>\$7,500</b>	<b>\$969.00</b>	<b>\$816.00</b>	<b>\$1,785.00</b>	24%
Legal Services	Legal Services	\$20,000	\$590.00	\$95.00	\$685.00	3%
<b>Legal Services Total</b>		<b>\$20,000</b>	<b>\$590.00</b>	<b>\$95.00</b>	<b>\$685.00</b>	3%
Taxes	Property	\$5,500	\$9,986.25	\$11.32	\$9,997.57	182%
Taxes	Income/Franchise Taxes	\$0	\$0.00	\$0.00	\$0.00	#DIV/0!
<b>Taxes Total</b>		<b>\$5,500</b>	<b>\$9,986.25</b>	<b>\$11.32</b>	<b>\$9,997.57</b>	182%
Insurance	General, Property, Boiler & A	\$85,500	\$7,381.91	\$7,381.91	\$14,763.82	17%
Insurance	Auto	\$6,000	\$471.00	\$471.00	\$942.00	16%
Insurance	D & O Insurance	\$12,000	\$0.00	\$0.00	\$0.00	0%
Insurance	Worker's Comp	\$16,000	\$0.00	\$0.00	\$0.00	0%
<b>Insurance Total</b>		<b>\$119,500</b>	<b>\$7,852.91</b>	<b>\$7,852.91</b>	<b>\$15,705.82</b>	13%
Community Enhancement	Donations	\$1,000	\$0.00	\$0.00	\$0.00	0%
Community Enhancement	Association Memberships	\$2,000	\$50.00	\$0.00	\$50.00	3%
<b>Community Enhancement Total</b>		<b>\$3,000</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	0%
<b>Reserve Transfer</b>		<b>\$0</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
<b>Grand Total</b>		<b>\$5,281,264</b>	<b>\$333,635</b>	<b>\$348,338</b>	<b>\$681,973</b>	<b>13%</b>

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

YTD

SC Pool Covers	\$8,000	\$0.00
SC - Lane Lines	\$10,000	\$8,990.93
SC - Lounge Chairs	\$2,000	\$2,000.00
SC - Partical Replacement of Benches/Tables	\$12,000	\$0.00
CC - Ounge Chairs	\$2,500	\$2,323.88
CC - Refinish Splash Pad	\$4,500	\$3,537.86
Splash Pad Surface/Bollard Repair	\$6,000	\$6,775.12
CC - 2 Sewage Grinder Pumps	\$12,000	\$0.00
CC - Replace Rails/Repair Decking	\$4,000	\$0.00
SC - AC Replacement	\$12,000	\$10,691.40
Node Clock Replacement	\$75,000	\$0.00
Rock Work	\$25,000	\$0.00
Escarpment Project	\$500,000	\$0.00
CCN Improvement	\$200,000	\$0.00
Construction Repairs	\$50,000	\$64.60
Storm Damage	\$0	\$138,149.44
<b>Total</b>	<b>\$923,000</b>	<b>\$172,533.23</b>

<b>Total Capital Budget Projects</b>	<b>\$923,000.00</b>	<b>\$172,533.23</b>
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<b>Grand Total Expenses</b>	<b>\$6,204,264.00</b>	
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**Circle C Landscape**

**Board Report**

**Mar-23**

**Weather**

General: Unseasonably warm with several cold fronts

Rainfall Total: 1.5 inches

Temperature: 38-88 degrees

Major Events: Several wind and thunderstorms

Drought Status: Abnormally Dry to Severe Drought in Travis County  
Continues

**Maintenance General:**

Mowing: 2x all areas. Mowing was started early this  
year due to unseasonably warm weather

Major Trimming:

LaCrosse, east of Escarpment  
Dahlgreen  
both are scheduled  
All other areas complete

Mulching Will resume after oak pollenfalls

**Treatments** Extra spot spraying weed treatment applied in certain areas due to unseasonably warm  
temperatures

**Outlying Area** Filter Pond, CCCC weedeated, trash removed  
Outlying mail centers cleaned and weed-eated

**Irrigation** Irrigation is OFF



LaCrosse MoPac East

Renovation of front area needed

Irrigation repair needed

Barstow

Area hit by truck has had main line repaired

**Circle C Aquatics**

**February-23**

**Winter Operations**

Facility Usage	Swim Center		Community Center		Avaña		Greyrock		Total	
	Feb-23	YTD	Feb-23	YTD	Feb-23	YTD	Feb-23	YTD	Feb-23	YTD
Resident Entries	892	1,566	0	0	0	0	0	0	892	1,566
Unique Residents	231	273	0	0	0	0	0	0	231	273
Unique Households	168	193	0	0	0	0	0	0	168	193
Guest Entries	1,166	41	0	0	0	0	0	0	20	41
Other Entries	6	3,312	0	0	0	0	0	0	1,166	3,312
Average Hourly Count	34									
Average % of Capacity	4%									
Max Hourly Count	11									
<b>Total Entries</b>	<b>2,064</b>	<b>4,919</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,078</b>	<b>4,919</b>

Incidents	Swim Center		Community Center		Avaña		Greyrock		Total	
	Feb-23	YTD	Feb-23	YTD	Feb-23	YTD	Feb-23	YTD	Feb-23	YTD
Water Rescues	0	0	0	0	0	0	0	0	0	0
First Aid Responses	1	3	0	0	0	0	0	0	1	3
Sudden Illness Treatments	0	0	0	0	0	0	0	0	0	0
Patron Behavior Incidents	0	0	0	0	0	0	0	0	0	0
Biohazard Cleanups	0	0	0	0	0	0	0	0	0	0
Suspensions/Expulsions	0	0	0	0	0	0	0	0	0	0
EMS/911 Callouts	0	0	0	0	0	0	0	0	0	0
<b>Total Incidents</b>	<b>1</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>3</b>
<b>Incident per Entry Ratio</b>	<b>0.05%</b>	<b>0.06%</b>							<b>0.05%</b>	<b>0.06%</b>

Revenue	Feb-23	YTD
Aquatics Programs	\$ 2,749.50	\$ 4,861.50
Swim Team	\$ 15,195.00	\$ 30,585.00
Guest Fees	\$ -	\$ 9.00
Area Reservations	\$ -	\$ -
Facility Rentals	\$ -	\$ -
Lane Rentals	\$ 8,780.00	\$ 13,799.00
Other Facility Income	\$ 187.80	\$ 299.14
<b>Total Aquatics Revenue</b>	<b>\$ 26,912.30</b>	<b>\$ 49,553.64</b>

Programs	Feb-23
Select Swim Team	89
Masters Swimming	5
Group Swim Lessons	0
Private Swim Lessons	9
Water Aerobics	0
Certification Courses	14
WSI Course	0
<b>Total Participants</b>	<b>0</b>

Reservations & Rentals	Feb-23	YTD
Area Reservations	0	0
Facility Rentals	0	0
Lap Lane Reservations	0	0
<b>Total Reservations</b>	<b>0</b>	<b>0</b>

Aquatics Staffing	Feb-23
Lifeguards/Head Guards	49
Front Desk Staff	13
Instructors/Coaches	4
<b>Total Staff</b>	<b>66</b>

Resident Stats	Individuals	Households	Members / Household
Homeowners	18,359	5,313	3.46
Renters	709	203	3.49
New Memberships	62	32	
<b>Totals</b>	<b>19,068</b>	<b>5,516</b>	<b>3.46</b>

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

The Avana pool leak has been repaired. All went as planned on those.

SWIM CENTER COMPOUND/Maintenance Offices

- Routine Cleaning and Maintenance have been completed
- Minor Equipment and Facility Repairs Made
- Pool Spring Opening Tasks have been completed
- Replaced Motor on Wade Pool Feature Pump
- Slide Inspection from TDI completed—passed
- Swim Center Health Department Inspection completed-passed

COMMUNITY CENTER

- Routine inspections and maintenance have been completed

COMMUNITY CENTER POOL

- Slide Inspection from TDI completed—passed
- Pool Health Department Inspection completed-passed
- Routine cleaning and maintenance have been performed.
- Minor Repairs have been completed on equipment and facility.
- Preparations have started for Spring pool opening

NEIGHBORHOOD

- Minor repairs have been completed as needed
- Shade Canopies at Wildflower Park and Swim Center are being repaired
- Mulch has been added to all playgrounds
- Removed minor graffiti throughout the neighborhood.
- Ice Storm Inspections completed—minor issues addressed

AVANA AMENITIES CENTER

- Routine Cleaning and Maintenance have been completed
- Minor repairs have been made
- Pool leaks have been repaired
- Preparations have started for Spring pool opening
- Pool Health Department Inspection completed-passed

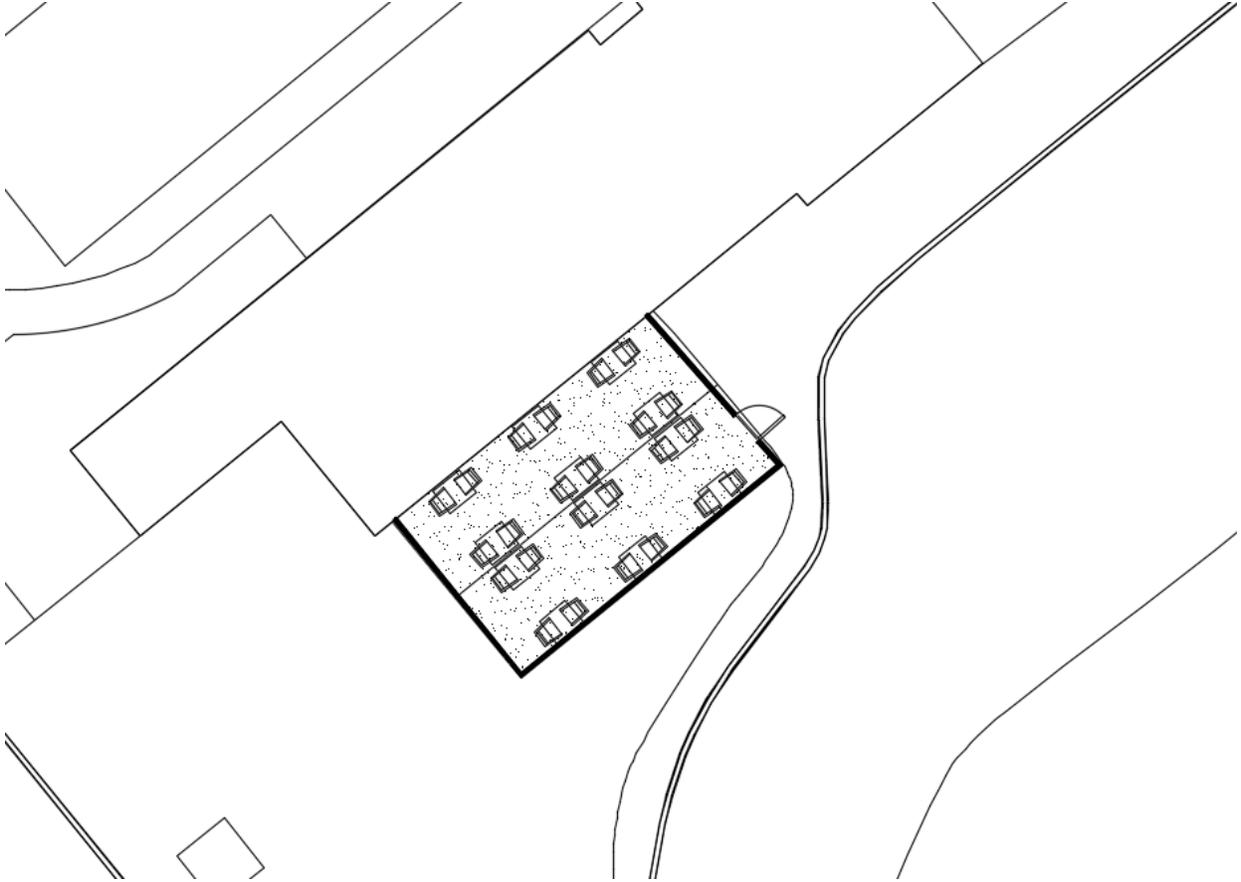
GREY ROCK AMENITIES CENTER

- Routine Cleaning and Maintenance have been completed
- Minor repairs have been made
- Preparations have started for Spring pool opening
- Pool Health Department Inspection completed-passed

**From:** [Patrick Cushing](#)  
**To:** [Karen Hibpsman](#)  
**Subject:** Circle C Pool patio proposal  
**Date:** Friday, March 10, 2023 11:49:39 AM  
**Attachments:** [image.png](#)

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Howdy Karen! Attached is an overview of what we would like to add to the front of the circle c pool for patrons of the restaurant to eat at. Please let me know if you need more detail. It will be a bi level patio using decomposed granite as the base to not change impervious coverage.



Best,

Patrick Cushing  
847.530.9080