

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

- I. Roll Call
- II. Acceptance of Agenda
- III. Acceptance of October 25, 2023 board meeting minutes *Joanne Kinzer*
- IV. Homeowner Forum (3 min each)
(Homeowners may sign up to speak for the Homeowners Forum by calling the HOA manager at 512-288-8663 or sending an email to info@circlecranch.info 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. October YTD Financials
 - b. Landscape Report, *Karen Hibpshman*
 - c. Aquatics Report, *Brody McKinley*
 - d. Maintenance Report, *Robert Bardeleben*
- VI. Discussion Items
 - a. Short-Term Rental (STR)
 - b. Swimming Pools
 - c. Annual Meeting/Ballot Items
- VII. Action Items
 - a. 2024 Assessment Rate
 - b. 2024 Draft Budget
 - c. Escarpment Loop
 - d. The Board is considering amending the Bylaws
 - e. Swim Center pool plaster & pool repairs proposal
 - f. Avana pool plaster & pool repairs proposal
 - g. Pool Rules – Guest limit
 - h. Annual Meeting/Ballot Items
- VIII. Adjourn Public Meeting
- IX. Executive Session
 - a. Café
 - b. SAYOR
 - c. HR

Attachments

- 1. October 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
October 25, 2023

1. The CCHOA Board of Directors convened on October 25, 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, David Lachance, Kimberly De La Garza and John LaBarge. Joanne Kinzer and Paul Oveisi were not present. CHOA Manager Karen Hibpshman (HOA Manager), Robert Bardeleben (Facilities Director) and Brody McKinley (Aquatics Director) were present.
2. Stephen presented the October 25, 2023 agenda. Kimberly asked to add reviewing our insurance policy as a discussion item and Karen added Randhir Soni, Caitlin Hanson and Barbara Kenedy to the agenda. David motioned to accept the agenda with the changes. John seconded the motion. All were in favor and the motion passed.
3. Stephen presented the September 27, 2023 Board of Directors Meeting Minutes. Kimberly 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.

Randhir Soni – Would like to know the CCHOA’s attorney opinion on SAYOR. He would also like board to form committees to handle different items that come up.

Caitlin Hanson – was not present but she would like the HOA to look at adding Christmas lights to the front part of the GreyRock section. We are looking at some different options.

Barbara Kennedy – spoke to the board concerning the Land Development Code changes being proposed by the City of Austin. She would like to see the board send a statement against the proposals.

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. The review of the insurance was combined with this issues. Karen will reach out to the attorney to get an engagement letter for the review. The board also held a Town Hall on October 11th and got some really good feedback from those in attendance.

11. The third discussion item was Escarpment Loop. The board held a workshop on this and adjustments have been made in the 2024 Draft Budget under Proposed Capital Expense.
12. The fourth discussion item was the 2024 Draft Budget. The one item the board would like staff to explore is opening the Friday after school is out and the 4 days after Memorial Day. The board will also hold a workshop to work through the 2024 Draft Budget before the November Board Meeting.
13. The fifth discussion item is the Annual Meeting/Ballot Items. The board will be approving the Annual Meeting notice at the November board meeting. Normally there is only the election on the ballot but the board is considering amending the Bylaws which would need to be done at the Annual Meeting. Karen will also have the association attorney review to ensure everything is correct.
14. The sixth discussion item was the City of Austin is considering changes to the Land Development Code. Karen will be attending the Public Hearings. OHAN is also doing a letter from OHAN opposing this. Karen also reached out to Ed Scruggs with District 8 for clarification on how the Settlement Agreements & CC&R's would apply.
15. The first action item was the 2024 Audit Proposal. Ronald Meyer PLLC completed the 2022 Audit and there is small increase but it is in the proposed budgeted amount. John motioned to move forward with the proposed Audit. David seconded the motion. All were in favor and the motion passed.
16. The second action item was the proposal for the considering amending the Bylaws. This will need to be an item on the Annual meeting agenda. John motioned to table the item. David seconded the motion. All were in favor and the motion passed.
17. The third action item was the CCL Office Lease. Kimberly motioned to approve the lease for 2024. David seconded the motion. All were in favor and the motion passed.
18. The fourth action item was the Architectural Review Services Contract. John motioned to approved the Architectural Review Services Contract. David seconded the motion. All were in favor and the motion passed.
19. The fifth action item was the Candidate forum date. There are two options available, February 15th or February 22nd. The Candidate Forum will be held on February 15th and no vote needed.
20. The sixth action item was the Annual Meeting Date. Karen originally had two available dates but one of the dates was during Spring Break. The only date available is March 20th. David motioned to approved March 20th for the Annual Meeting. John seconded the motion. All were in favor and the motion passed.
21. The seventh action item was to Ratify the email vote for Pool Filters. John motioned to ratify the email vote for the pool filters. David seconded the motion. All were in favor and the motioned passed.

22. The eighth action item is the Swim Center pool plaster and pool repairs proposal. The board would like to wait until Paul & Joanne are in attendance. John motioned to table the item. David seconded the motion. All were in favor and the motion passed.
23. The ninth action item was the Avana pool plaster & pool repairs proposal. David motioned to table this item. John seconded the motion. All were in favor and the motion passed.
24. John motioned to adjourn the Public Meeting at 8:51 pm. David seconded the motion. All were in favor and the motion passed.
25. No Executive Session.

**Circle C Homeowners Association
 Manager's Report
 October 23, 2023 – November 17, 2023**

**Violation Report
 October 23, 2023 – November 17, 2023**

	Sept 25 – Oct 20, 2023	Oct 23 – Nov 17, 2023	Percentage of Total Violations	% Change	Sept 24 - Oct 21, 2022	Oct 24- Nov 28, 2022	Percentage of Total Violations	% Change
Total Violations:	269	318		18.22%	178	178		0.00%
Rubbish/Debris	46	81	17.10%	76.09%	10	22	7.89%	120.00%
Front Yard Maintenance	127	162	47.21%	27.56%	82	64	37.72%	-21.95%
Architectural	11	6	4.09%	-45.45%	29	34	12.28%	17.24%
Vehicle Storage	13	6	4.83%	-53.85%	3	6	6.14%	100.00%
Repair of Exterior Damages	27	28	10.04%	3.70%	22	18	19.30%	-18.18%
Exterior Lighting	2	6	0.74%	200.00%	3	4	2.63%	33.33%
Driveway	2	7	0.74%	250.00%	0	1	0.00%	0.00%
Fencing	1	1	0.37%	0.00%	11	13	3.51%	18.18%
Use Limitations	1	0	0.37%	0.00%	3	6	6.14%	100.00%
Recreational Equipment	34	27	12.64%	-20.59%	1	1	0.00%	0.00%
Offensive Activities	1	7	0.37%	0.00%	1	0	2.63%	-100.00%
Common Properties	1	0	0.37%	0.00%	0	0	0.00%	0.00%
Maintenance	3	7	1.12%	133.33%	4	9	1.75%	125.00%
Abutting Landscaping	0	0	0.00%	0.00%	0	0	0.00%	0.00%

	269	318			178	178		
Stage 1/Cooperative Letters	203	274	75.46%	34.98%	141	137	28.95%	-2.84%
Stage 2 Letters	46	38	17.10%	17.39%	31	27	41.32%	-12.90%

Stage 3 Letters	18	5	6.69%	- 72.22%	6	14	28.07%	133.33%
Stage 0	2	1	0.74%	- 50.00%	0	0	0.00%	0.00%

	269	318			178	178		
On Hold	2	1	0.74%	0.00%	1	0	0.88%	- 100.00%
Closed	107	135	39.78%	26.17%	64	69	28.95%	7.25%
New	115	148	42.75%	28.70%	90	84	41.32%	-6.67%
Escalated	42	32	15.61%	- 23.81%	22	22	28.07%	0.00%
Re-Opened	3	2	1.12%	- 33.33%	2	3	0.88%	50.00%
Attorney	0	0	0.00%	0.00%	0	0	0.00%	0.00%

Administration

21 New Homeowner Packets mailed October 16th – November 13th.

Financial

AP checks were signed on Nov 20th with Terri Giles

Upcoming Special Events

Farmers Market are back on Friday afternoons

Dec 2nd – Kids Holiday Party – 10am-1pm

Dec 25th – 26th – HOA Office Closed

Dec 29th – Jan 1st – HOA Office closed

Jan 11th – Board Nominations Deadline

Jan 31st – Board Meeting

Feb 1st – 1st Assessment Billing/Annual Meeting Notice mailed

Feb 15th – Board Candidate Forum

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.
 - Billing for the 2nd half of the commercial billing was sent September 11, 2023 for \$54,500.00
 - Billing for the 2nd half of The Rowell HOA was sent on September 13, 2013 for \$56,369.28
 - There are still issues from the Verizon project that are still being repaired. Irrigation wiring is still an issue and not 100%.
 - We have partnered with the City of Austin for a “Varsity Program” (55+) at the Community Center on Monday, Wednesday and Friday mornings. They are working on getting me a monthly calendar to publish on trips and events are being planned.
 - The city will start the remaining part of the corridor project. I am continuing to work with the corridor folks and the shared Use Path project from Barstow to MoPac and the start date was delayed due to permitting issues. From the new plans, it appears that they will be pinching down the sidewalk around trees and also utility boxes. In locations where we need a sleeve under the sidewalk, we will provide the sleeves to ensure we are able to access the irrigation. The intersection at Escarpment/Slaughter, they are bidding out the project Oct 2023? Construction could start February 2024. They will be installing a pond in the southeast corner of Slaughter/Escarpment for this project and the entrance will be off of Slaughter Lane.
 - Received an email the USPS is no longer taking responsibility for any of the Cluster Box Units (CBU). This includes repair and replacement. For repairs, we will have to coordinate with the USPS for them to open the boxes, empty them of mail and once repairs are done, the USPS will resecure the mailboxes. The same will be for the replacement of any CBU’s.
 - The phones at the Swim Center have been changed. The new number is 512-363-5578.
 - We continue to use the Circle C Ranch HOA Facebook page along with the website to get information out to the residents.
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- **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	Expected 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	Working on some alternatives that will be more affordable
CCN Improvement	They are currently potholing along Barstow to locate all the utilities and gas lines. Contractor is in touch daily
Construction Repairs	Repairs due to construction have been done at Bernia, Trissino, Slaughter, La Crosse, Escarpment and Archeleta.

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	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	\$4,403,920.44	99%
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	\$41,850.00	139%
Homeowner Income	Transfer Fees IOcome	\$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	\$31,968.00	58%
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	\$28,018.89	112%
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	\$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	\$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	\$50.00	100%
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	\$4,508,727.33	98%
Architectural Review Income	Architectural Review IOcome	\$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	\$11,105.00	111%
Architectural Review IOcome 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	\$11,105.00	111%
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	\$5,502.33	61%
Rental Income	Grill Rent	\$6,600	\$1,100.00	\$351.05	\$0.00	\$1,575.90	\$0.00	\$0.00	\$1,050.60	\$0.00	\$0.00	\$1,050.60	\$5,128.15	78%
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	\$10,630.48	68%
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	\$77,206.47	129%
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	\$165,147.61	121%
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	\$54,759.16	156%
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	\$297,113.24	128%
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	\$79,139.75	158%
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	\$79,139.75	158%
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	\$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	\$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	\$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	\$11,500.00	#DIV/0!
Miscellaneous	Interest Income	\$15,000	\$5,421.11	\$12,182.71	\$7,360.93	\$12,462.50	\$8,698.79	\$7,870.62	\$14,867.48	\$9,003.88	\$8,727.36	\$8,695.04	\$95,290.42	635%
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	\$0.30	
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	\$106,790.72	712%
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	\$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	\$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	\$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	\$5,159,575.25	100%

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	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	\$1,258,882.50	83%
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	\$32,172.50	83%
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	\$32,172.50	83%
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	\$22,814.64	83%
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	\$22,814.10	83%
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	\$0.00	0%
Commons Area Services	Landscape Repairs	\$140,000	\$6,708.00	\$19,749.20	\$11,773.26	\$12,324.19	\$10,185.84	\$11,407.94	\$16,770.59	-\$2,098.77	\$10,174.24	\$18,181.18	\$115,175.67	82%
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	\$247,773.50	97%
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	\$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	\$29,104.90	81%
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	\$59,458.90	79%
Commons Area Services	Fence Repairs & Maint	\$8,000	\$0.00	\$0.00	\$196.10	\$0.00	\$0.00	\$0.00	\$250.00	\$234.99	\$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	\$158.79	\$1,505.90	\$0.00	\$5,804.15	48%

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	\$21,010.22	88%
Common Area Services	Non Contract Landscape - St	\$20,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,934.84	\$0.00	\$0.00	\$0.00	\$0.00	\$8,934.84	45%
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	\$1,865,663.69	82%
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	\$40,914.53	63%
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	\$9,530.09	35%
Aquatics Facilities	Supplies - Chemicals	\$95,000	\$2,445.38	\$6,051.40	\$4,026.74	\$7,491.53	\$7,104.19	\$7,188.21	\$11,537.44	\$7,472.27	\$9,324.89	\$8,390.93	\$71,032.98	75%
Aquatics Facilities	Supplies & Fees - Swim Team	\$19,000	\$3,463.40	-\$407.38	\$911.25	\$1,959.53	\$1,023.28	\$216.91	\$1,385.11	\$701.34	\$1,141.66	\$5,308.15	\$15,703.25	83%
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	\$97,235.02	78%
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	\$57,119.18	66%
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	\$1,031,962.13	108%
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	\$27,164.19	54%
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	\$93,164.27	64%
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	\$23,432.48	78%
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	\$7,414.13	82%
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	\$2,986.79	66%
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	\$20,312.14	62%
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	\$8,465.68	53%
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	\$4,869.66	54%
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	\$18,185.58	35%
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	\$7,472.56	50%
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	\$3,292.13	66%
Aquatics Facilities	GR- Telephone/Internet	\$5,000	\$282.08	\$269.02	\$973.58	\$258.06	\$257.49	\$262.68	\$263.01	\$252.57	\$271.58	\$272.68	\$3,402.70	68%
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	\$1,543,659.49	88%
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	\$6,381.99	24%
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	\$18,091.06	70%
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	\$6,833.27	76%
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	\$6,458.93	76%
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	\$26,118.42	42%
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	\$63,883.67	48%
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	\$832.10	69%
Maintenance Operations	Employee Education	\$1,200	\$215.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$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	\$0.00	0%
Maintenance Operations	Staff Recruitment	\$300	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
Maintenance Operations	Safety Equip/Supplies	\$1,400	\$0.00	\$110.64	\$38.94	\$0.00	\$273.69	\$0.00	\$0.00	\$151.93	\$0.00	\$0.00	\$575.20	41%
Maintenance Operations	Maintenance Payroll	\$225,000	\$15,897.88	\$15,897.88	\$23,846.82	\$15,897.88	\$15,897.88	\$15,897.88	\$15,897.88	\$23,846.82	\$15,897.88	\$15,897.88	\$174,876.68	78%
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	\$50,305.45	53%
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	\$14,259.11	71%
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	\$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	\$3,872.02	77%
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%
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	\$248,172.43	70%
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	\$4,254.28	47%
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	\$3,840.06	21%
HOA Operations	HOA Owned Vehicle Expense	\$8,000	\$426.31	\$1,643.54	-\$3,805.69	\$4,580.88	\$173.50	\$159.20	\$152.95	\$101.87	\$108.78	\$106.67	\$3,648.01	46%
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	\$17,985.17	90%
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	\$2,759.76	92%
HOA Operations	Printing	\$5,000	\$2,400.03	\$144.38	\$0.00	\$0.00	\$0.00	\$2,795.90	\$0.00	\$0.00	\$0.00	\$0.00	\$5,463.89	109%
HOA Operations	HOA Meetings	\$5,000	\$2,988.31	\$127.92	\$445.48	\$127.92	\$297.47	\$0.00	\$127.92	\$128.58	\$128.58	\$291.62	\$4,663.80	93%
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	\$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	\$3,000.00	\$0.00	\$0.00	\$19,709.37	44%
HOA Operations	Professional Fees	\$2,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,307.43	\$55.48	\$0.00	\$2,030.50	\$0.00	\$0.00	0%
HOA Operations	Reserve Study Update	\$5,500	\$2,675.00	\$0.00	\$0.00	\$2,675.00	\$0.00	\$0.00	\$0.00	\$0.00	\$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	\$73,945.55	59%
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	\$92,763.00	81%
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	\$9,250.00	69%
Financial Management	Lien Filing Administrative Fee	\$4,500	\$840.00	\$1,400.00	\$104.00	\$156.00	\$104.00	\$0.00	\$156.00	\$26.00	\$0.00	\$78.00	\$2,864.00	64%

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	\$60,502.30	151%
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	\$9,642.74	96%
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	\$175,022.04	96%
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	\$173,294.54	77%
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	\$14,657.39	73%
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	\$4,806.56	80%
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	\$37,227.70	62%
HOA Management	Cont Ed & Skills Enhancement	\$2,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$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	\$229,986.19	73%
Architectural Review Expenses	Architectural Review Expenses	\$8,000	\$969.00	\$816.00	\$1,032.75	\$799.00	\$811.75	\$1,054.00	\$646.00	\$769.25	\$1,372.75	\$1,168.75	\$9,439.25	118%
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	\$9,439.25	126%
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	\$5,473.50	27%
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	\$5,473.50	27%
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	\$9,997.57	182%
Taxes	Income/Franchise Taxes	\$0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,403.94	\$0.00	\$0.00	\$0.00	\$0.00	\$5,403.94	#DIV/0!
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	\$15,401.51	280%
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	\$72,918.22	85%
Insurance	Auto	\$6,000	\$471.00	\$471.00	\$471.00	\$471.00	\$471.00	\$471.00	\$0.00	\$525.64	\$517.64	\$517.64	\$4,386.92	73%
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	\$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	\$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	\$109,744.81	92%
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	\$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	\$2,054.86	103%
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	\$2,504.86	83%
Reserve Transfer		\$0	\$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	\$4,342,897	82%

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	\$0.00
SC - AC Replacement	\$12,000	\$10,691.40
Node Clock Replacement	\$75,000	\$78,093.75
Rock Work	\$25,000	\$0.00
Escarpment Project	\$500,000	\$0.00
CCN Improvement	\$200,000	\$74,310.00
Construction Repairs	\$50,000	\$33,045.12
Storm Damage	\$0	\$425,568.23
Avana Pool Leak Repair	\$0	\$13,800.00
SC ppol/Renovation	\$0	\$28,562.75
Total	\$923,000	\$724,314.53

Total Capital Budget Projects **\$923,000.00** **\$724,314.53**

Grand Total Expenses **\$6,204,264.00**

**Circle C Landscape
November 2023 Report**



Weather

Rainfall: 1.5" in November, 2.5" in late October
Temperature: 43-85°F
Drought Status: Extreme Drought

Irrigation

As of November 5, the majority of the irrigation is turned off and will remain off until late Spring. The water is turned off at the water source to mitigate leaks and freeze events over the winter. Exceptions are areas that have new landscaping/plants.

Holiday Lighting

All holiday lighting has been installed.

Maintenance Services

Standard services continue with seasonally reduced mowing. Trimming, mulching, outlying areas, park mowing are scheduled.

Special Projects

- Replant at Community Center Terrace
- Rockwork at Mopac/LaCrosse
- Rockwork at Doswell Post Office (scheduled)
- Rockwork repairs throughout

News

During the 2023 Austin WaterWise Irrigation Professional Seminar, David Turnage pointed to Circle C's Slaughter/Escarpment entryway as an exemplar of plant selection and effective drip implementation. After attending we followed up with David:

Re: 2023 WWIP WaterWise Irrigation Professional Seminar Registration Attached - Circle C Landscape

 Turnage, David
to Circle C Landscape ▾ Jesus things ✨ ○ ↩ Reply Actions ▾

Howdy Susan,

Aww good to hear from ya! I reference the CC plant pallet and good practices all the time and I've been watching the turf (drip) at the new CC monument, it always looks great! Maybe we can hear about that project and management sometime! Enjoy the seasonal weather finally and RAIN!!!

 **David Turnage**
Environmental Compliance
Specialist, Sr.
[Austin Water](#) | City of Austin

Office: 512-974-3517
Cell: 512-826-6258



Circle C Aquatics

October-23

Fall/Winter Operations

Facility Usage	Swim Center		Community Center		Avaña		Greyrock		Total	
	Oct-23	YTD	Oct-23	YTD	Oct-23	YTD	Oct-23	YTD	Oct-23	YTD
Resident Entries	2,743	47,421	0	0	137	12,027	44	3,451	2,924	77,553
Unique Residents	599	5,508	0	0	121	3,378	41	959	754	7,932
Unique Households	329	2,013	0	0	47	1,120	15	338	386	2,710
Guest Entries	538	3,953	0	0	25	892	6	172	569	6,440
Other Entries	1,789	18,575	0	0	0	0	0	0	1,789	18,575
Average Hourly Count	7		0		7		4			
Average % of Capacity	21%		0%		5%		3%			
Max Hourly Count	105		0		45		9			
Total Entries	5,070	69,949	0	0	162	12,919	50	3,623	5,282	102,568

Incidents	Swim Center		Community Center		Avaña		Greyrock		Total	
	Oct-23	YTD	Oct-23	YTD	Oct-23	YTD	Oct-23	YTD	Oct-23	YTD
Water Rescues	0	9	0	4	0	0	0	1	0	14
First Aid Responses	2	41	0	11	1	3	0	0	3	55
Sudden Illness Treatments	1	13	0	2	0	2	0	2	1	19
Patron/Facility Incidents	3	10	0	5	0	3	0	4	3	22
Biohazard Cleanups	2	16	0	7	1	4	0	2	3	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	5	70	0	20	1	7	0	7	6	104
Incident per Entry Ratio	0.10%	0.10%			0.62%	0.05%	0.00%	0.19%	0.11%	0.10%

Revenue	Oct-23	YTD
Aquatics Programs	\$ 2,575.00	\$ 77,206.47
Swim Team	\$ 21,604.00	\$ 165,147.61
Guest Fees	\$ 108.00	\$ 12,374.00
Area Reservations	\$ -	\$ 3,500.00
Facility Rentals	\$ -	\$ 4,593.75
Lane Rentals	\$ 2,094.00	\$ 26,621.00
Other Facility Income	\$ 558.59	\$ 7,670.41
Total Aquatics Revenue	\$ 26,939.59	\$ 297,113.24

Programs	Oct-23
Select Swim Team	264
Masters Swimming	10
Group Swim Lessons	0
Private Swim Lessons	5
Water Aerobics	23
Certification Courses	0
WSI Course	0
Total Participants	302

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

Aquatics Staffing	Oct-23
Lifeguards/Head Guards	75
Front Desk Staff	9
Instructors/Coaches	7
Total Staff	91

Resident Stats	Individuals	Households	Members / Household
Homeowners	13,938	5,193	2.68
Renters	802	223	3.60
New Memberships	20	8	
Totals	14,740	5,416	2.72

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

SWIM CENTER COMPOUND/Maintenance Offices

- Routine Cleaning and Maintenance have been completed
- Minor Equipment and Facility Repairs Made
- New Comp Pool Filters Have Been Ordered—Ended up being a 15 week lead time—expected delivery of filters is January 30, 2024—install will take place after that time dependent on swim center renovation timing or other planned closure

COMMUNITY CENTER

- Routine inspections and maintenance have been completed
- Had warranty repair done on sewage lift station controller

COMMUNITY CENTER POOL

- Routine cleaning and maintenance have been performed.
- Minor Repairs have been completed on equipment and facility.
- Pool had been replastered with fiber reinforced plaster and microglass—all done under warranty with no cost to Circle C HOA
- Pool is filled and water chemically balanced
- Pool Winterization is complete

NEIGHBORHOOD

- Minor repairs have been completed as needed
- Minor Graffiti Removal
- Repaired Electrical Issues at Slaughter/Escarpment East Horseshoe—repaired conduit break caused by Google Fiber digging
- Repaired Electrical as needed to prepare for Christmas lights

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

.

Draft Operational Budget 2024

		Budget 7			Budget 5		
		2023	2024 - 15% increase		2024 - 10% increase		
		\$814			\$934		
Category	Subcategory						
Homeowner Income	Homeowner Dues	\$4,470,000			\$5,100,000		\$4,915,000
Homeowner Income	Resale Certificates	\$30,075			\$45,000		\$45,000
Homeowner Income	Transfer Fees Income	\$55,125			\$35,000		\$35,000
Homeowner Income	Late Fees Collected	\$25,000			\$30,000		\$30,000
Homeowner Income	Lien Admin Fees Income	\$420			\$900		\$900
Homeowner Income	Filing Fee Income	\$1,680			\$1,400		\$1,400
Homeowner Income	NSF Charges	\$50			\$50		\$50
Homeowner Income Total		\$4,582,350			\$5,212,350		\$5,027,350
Architectural Review In	Architectural Review Income	\$10,000			\$10,000		\$10,000
Architectural Review Income Total		\$10,000			\$10,000		\$10,000
Rental Income	Office Rent	\$9,000			\$10,000		\$10,000
Rental Income	Grill Rent	\$6,600			\$6,300		\$6,300
Rental Income Total		\$15,600			\$16,300		\$16,300
	Group Swim Lessons		\$25,000		\$25,000		\$25,000
	Private Swim Lessons		\$25,000		\$25,000		\$25,000
	Classes/Clinics		\$10,000		\$10,000		\$10,000
	Contracted Programs		\$0		\$0		\$0
Aquatics Income	Pool Programs	\$60,000			\$60,000		\$60,000
	Registration Fee's		\$6,000		\$6,000		\$6,000
	Away Meet Entry Fees		\$2,500		\$2,500		\$2,500
	Memberships Due/Reg Fees		\$120,000		\$120,000		\$120,000
	Home Meet		\$8,000		\$8,000		\$8,000
Aquatics Income	Pool Programs - Swim Team	\$136,500			\$136,500		\$136,500
	Merchandise Sales		\$2,500		\$2,500		\$2,500
	Uniform Sales		\$3,000		\$3,000		\$3,000
	Guest Fees		\$10,000		\$10,000		\$10,000

	ID Replacement Cards			\$500			\$500			\$500
	Area Reservations)			\$2,000			\$2,500			\$2,500
	Facility Rentals			\$2,000			\$3,000			\$3,000
	Lane Rentals			\$15,000			\$16,500			\$16,500
Aquatics Income	Facility Income		\$35,000			\$38,000			\$38,000	
Aquatics Income Total			\$231,500			\$234,500			\$234,500	
CCCC Income	CCCC Facility rentals		\$50,000			\$70,000			\$70,000	
CCCC Income Total			\$50,000			\$70,000			\$70,000	
Landscape Reimbusem	Stratus Reimb		\$109,000			\$114,450			\$119,900	
Landscape Reimbusem	COA Reimb		\$17,600			\$17,600			\$17,600	
Landscape Reimbursements Total			\$126,600			\$132,050			\$137,500	
Miscellaneous	Interest Income		\$15,000			\$75,000			\$75,000	
Miscellaneous Total			\$15,000			\$75,000			\$75,000	
The Rowell HOA	The Rowell HOA		\$110,000			\$123,000			\$129,000	
Cove @ Circle C			\$15,000			\$20,000			\$21,000	
Grand Total			\$5,156,050			\$5,893,200			\$5,720,650	
2024 CCHOA EXPENSE BUDGET										
Category	Subcategory									
Commons Area Service: Common Area Landscaping			\$1,510,634			\$1,510,659			\$1,510,659	
Commons Area Service: Swim Center Landscaping			\$38,606			\$38,607			\$38,607	
Commons Area Service: Community Center Landscaping			\$38,606			\$38,607			\$38,607	
Commons Area Service: Avana Swim Center Landscaping			\$27,376			\$27,377			\$27,377	
Commons Area Service: GreyRock Landscaping			\$27,376			\$27,377			\$27,377	
Commons Area Service: Common Area Holiday Lighting			\$53,116			\$53,117			\$53,117	
Commons Area Service: Landscape Maint Contract		\$1,695,714			\$1,695,744			\$1,695,744		

Commons Area Service: Landscape Repairs		\$140,000		\$160,000		\$160,000	
Commons Area Service: Landscape Water Utilities		\$255,000		\$275,000		\$275,000	
Common Area Services COA Water Utility Compliance		\$8,000		\$8,000		\$8,000	
Commons Area Service: Landscape Electric Utilities		\$36,000		\$36,000		\$36,000	
Common Area Services Tree Care		\$75,000		\$75,000		\$75,000	
Commons Area Service: Fence Repairs & Maint		\$8,000		\$8,000		\$8,000	
Commons Area Service: Electrical Repairs & Maint		\$12,000		\$12,000		\$12,000	
Common Area Services Neighborhood Maint & Repair		\$24,000		\$27,000		\$27,000	
Common Area Services Non Contract Maintenance		\$20,000		\$20,000		\$20,000	
Common Area Services Permits				\$10,000		\$10,000	
Commons Area Services Total		\$2,273,714		\$2,316,744		\$2,316,744	
Office Supplies			\$32,000		\$32,000		\$32,000
Employee Education & Skills Enhancement			\$8,500		\$9,500		\$9,500
Staff Uniforms			\$9,500		\$10,000		\$10,000
Staff Recruitment & Hiring			\$1,500		\$1,500		\$1,500
Retail Merchandise			\$3,500		\$3,500		\$3,500
ARC Program Fees			\$10,000		\$11,000		\$11,000
Aquatics Facilities	Administrative	\$65,000		\$67,500		\$67,500	
Safety Equip & Supplies			\$15,000		\$15,000		\$15,000
Program Equip & Supplies			\$5,000		\$5,000		\$5,000
Pool Supplies			\$7,500		\$7,500		\$7,500
Aquatics Facilities	Supplies - Pool	\$27,500		\$27,500		\$27,500	
SC			\$50,000		\$48,000		\$48,000
CC			\$20,000		\$20,000		\$20,000
Avana			\$17,000		\$17,000		\$17,000
Greyrock			\$8,000		\$8,000		\$8,000
Aquatics Facilities	Supplies - Chemicals	\$95,000		\$93,000		\$93,000	
USA Swimming Registration			\$2,000		\$2,000		\$2,000
Coach Training			\$2,000		\$2,000		\$2,000
Swim Team Supplies			\$4,000		\$4,000		\$4,000
Meet Expenses							
Staff Meet Expenses			\$7,000		\$7,000		\$7,000
Home Swim Meet			\$4,000		\$4,000		\$4,000
Aquatics Facilities	Supplies & Fees - Swim Team	\$19,000		\$19,000		\$19,000	
SC - Equipment			\$49,000		\$49,000		\$49,000
CC - Equipment			\$23,000		\$23,000		\$23,000

	Avana - Equipment		\$13,000		\$18,000		\$18,000
	GR - Equipment		\$11,500		\$11,000		\$11,000
	SC - Pool & Deck Coatings		\$5,000		\$5,000		\$5,000
	CC - Pool & Deck Coatings		\$5,200		\$4,500		\$4,500
	Avana - Pool & Decking Coatings		\$1,500		\$1,500		\$1,500
	GR - Pool. & Decking Coatings		\$500		\$500		\$500
	SC - Vacuum		\$6,000		\$3,000		\$3,000
	CC - Vacuum		\$1,000		\$1,000		\$1,000
	Avana - Vacuum		\$650		\$650		\$650
	GR - Vacuum		\$650		\$650		\$650
	SC - Permits & Inspections		\$1,400		\$1,400		\$1,400
	CC - Permits & Inspections		\$6,000		\$8,000		\$8,000
	Avana- Permits & Inspections		\$500		\$500		\$500
	GR- Permits & Inspections		\$500		\$500		\$500
Aquatics Facilities	Maintenance - Pool	\$125,400		\$128,200		\$128,200	
	SC - Janitorial		\$16,000		\$12,000		\$12,000
	CC - Janitorial		\$1,200		\$900		\$900
	Avana - Janitorial		\$600		\$400		\$400
	GR - Janitorial		\$600		\$400		\$400
	SC - Fence		\$5,000		\$5,000		\$5,000
	CC - Fence		\$2,000		\$2,000		\$2,000
	Avana - Fence		\$500		\$700		\$700
	GR - Fence		\$500		\$700		\$700
	SC - Equip & Maint		\$10,000		\$12,000		\$12,000
	CC - Equip & Maint		\$3,900		\$4,500		\$4,500
	Avana - Equip & Maint		\$1,200		\$1,200		\$1,200
	GR-Equip & Maint		\$700		\$700		\$700
	SC - Supplies		\$3,000		\$3,500		\$3,500
	CC - Supplies		\$1,200		\$800		\$800
	Avana - Supplies		\$500		\$500		\$500
	GR - Supplies		\$400		\$400		\$400
	Playground		\$6,000		\$5,000		\$5,000
	Café Building		\$3,500		\$3,000		\$3,000
	Post Office Building		\$2,200		\$2,200		\$2,200
	Swim Center Parking Lot & Dumpster		\$26,000		\$26,000		\$26,000
	Avana Parking Lot & Dumpster		\$600		\$600		\$600
	Greyrock - Parking Lot & Dumpster		\$600		\$600		\$600

Aquatics Facilities	Maintenance - Building	\$86,200		\$83,100		\$83,100	
	Aquatics Management				\$205,000		\$205,000
	Aquatics Director	\$91,000		\$0			\$0
	Lifeguards	\$574,650		\$760,000			\$760,000
	Front Desk	\$114,000		\$123,000			\$123,000
	Aquatics Administration	\$110,000		\$0			\$0
	Payroll Taxes	\$65,000		\$85,000			\$85,000
Aquatics Facilities	Payroll - Staff	\$954,650		\$1,173,000		\$1,173,000	
	Private Lesson Instructor	\$10,800		\$12,000			\$12,000
	Group Lesson Instructor	\$13,500		\$14,000			\$14,000
	Program Instructor	\$13,500		\$12,500			\$12,500
	Lead Instructors	\$6,750		\$6,000			\$6,000
	Payroll Taxes	\$5,400		\$5,000			\$5,000
Aquatics Facilities	Payroll - Programming Staff	\$49,950		\$49,500		\$49,500	
	Coaching Staff			\$140,000			\$140,000
	Head Coach	\$66,000		\$0			\$0
	Asst. Coaches	\$67,000		\$0			\$0
	Dry Land Coach	\$4,100		\$0			\$0
	Payroll Taxes	\$7,500		\$10,000			\$10,000
Aquatics Facilities	Payroll - Swim Team	\$144,600		\$150,000		\$150,000	
Aquatics Facilities	SC - Utilities - Water	\$30,000		\$30,000		\$30,000	
	Avana - Utilities - Water	\$9,000		\$9,000		\$9,000	
	GR - Utilities - Water	\$4,500		\$4,500		\$4,500	
Aquatics Facilities	SC - Utilities - Electric	\$33,000		\$30,000		\$30,000	
	Avana - Utilities - Electric	\$16,000		\$14,000		\$14,000	
	GR - Utilities - Electric	\$9,000		\$8,000		\$8,000	
Aquatics Facilities	Utilities - Natural Gas	\$52,000		\$48,000		\$48,000	
Aquatics Facilities	SC - Utilities - Telephone/Internet/Cameras	\$15,000		\$15,000		\$15,000	
	Avana - Utilities- Telephone/Internet/Cameras	\$5,000		\$5,000		\$5,000	
	GR - Utililites - Telephone/Internet/Cameras	\$5,000		\$5,000		\$5,000	
Aquatic Facilities Total		\$1,745,800		\$1,959,300		\$1,959,300	
Circle C Community C	Utilities - Water	\$27,000		\$27,000		\$27,000	
Circle C Community C	Utilities - Electric	\$26,000		\$26,000		\$26,000	
Circle C Community C	Utilities - Telephone/Internet	\$9,000		\$9,000		\$9,000	
Circle C Community C	Events Payroll	\$8,500		\$8,500		\$8,500	
	Janitorial	\$24,000		\$20,000		\$20,000	

	Supplies		\$6,000		\$5,000		\$5,000
	Parking Lot & Dumpster		\$8,500		\$8,500		\$8,500
	Equip & Maint		\$18,000		\$18,000		\$18,000
	Contract Services		\$3,000		\$4,000		\$4,000
	Permit & Inspections		\$2,000		\$2,000		\$2,000
Circle C Community C	Maintenance - Building	\$61,500		\$57,500		\$57,500	
Circle C Community Ctr	Total	\$132,000		\$128,000		\$128,000	
Maintenance Operation:	Office Supplies	\$1,200		\$800		\$800	
Maintenance Operation:	Employee Education	\$1,200		\$1,800		\$1,800	
Maintenance Operation:	Uniforms	\$1,800		\$1,800		\$1,800	
Maintenance Operation:	Staff Recruitment-Hiring	\$300		\$300		\$300	
Maintenance Operation:	Safety Equip & Supplies	\$1,400		\$1,200		\$1,200	
Maintenance Operation:	Maintenance Payroll	\$225,000		\$225,000		\$225,000	
Maintenance Operation:	Pool Tech	\$95,000		\$74,000		\$74,000	
Maintenance Operation:	Maintenance Payroll Taxes	\$20,000		\$29,000		\$29,000	
Maintenance Operations	Computers/Software	\$1,400		\$1,400		\$1,400	
Maintenance Operation:	Tools/Supplies	\$5,000		\$5,000		\$5,000	
Maintenance Operation:	Office Furniture	\$600		\$600		\$600	
Maintenance Operations	Total	\$352,900		\$340,900		\$340,900	
HOA Operations	Office Supplies	\$9,000		\$9,000		\$9,000	
	Computers, Software & Service	\$9,000		\$9,000		\$9,000	
	Cameras	\$6,000		\$6,000		\$6,000	
	Furniture	\$3,000		\$3,000		\$3,000	
HOA Operations	Equip/Maintenance	\$18,000		\$18,000		\$18,000	
	Maintenance/Registration	\$3,000		\$3,000		\$3,000	
	Gas	\$5,000		\$5,000		\$5,000	
HOA Operations	HOA Owned vehicles	\$8,000		\$8,000		\$8,000	
HOA Operations	Postage	\$20,000		\$24,000		\$24,000	
HOA Operations	Web Operations	\$3,000		\$3,000		\$3,000	
HOA Operations	Printing	\$5,000		\$7,000		\$7,000	
HOA Operations	HOA Meetings	\$5,000		\$7,000		\$7,000	
HOA Operations	Deed Restrictions	\$5,000		\$5,000		\$5,000	
HOA Operations	HOA Special Events	\$45,000		\$45,000		\$45,000	
HOA Operations	Professional Fees (Consulting)	\$2,000		\$2,000		\$2,000	

Reserve Study Update		\$5,500			\$0			\$0	
HOA Operations Total		\$125,500			\$128,000			\$128,000	
Financial Management Management Services		\$115,000			\$115,000			\$115,000	
Financial Management Resale Certificate		\$13,350			\$13,350			\$13,350	
Financial Management Lien Filing Administrative Fees		\$4,500			\$4,500			\$4,500	
Financial Management Bank Fees/Credit Card Fees		\$40,000			\$70,000			\$70,000	
Financial Management CPA/Audit		\$10,000			\$10,000			\$10,000	
Financial Management Total		\$182,850			\$212,850			\$212,850	
HOA Management Management Payroll		\$225,000			\$225,000			\$225,000	
HOA Management Management Payroll Taxes		\$20,000			\$22,500			\$22,500	
HOA Management Mileage Reimbursement		\$6,000			\$6,000			\$6,000	
HOA Management Health Insurance		\$60,000			\$60,000			\$60,000	
HOA Management Cont Ed & Skills Enhancement		\$2,000			\$2,000			\$2,000	
HOA Management Total		\$313,000			\$315,500			\$315,500	
Architectural Review E: Architectural Review Expenses		\$8,000			\$8,000			\$8,000	
Architectural Review Expenses Total		\$8,000			\$8,000			\$8,000	
Legal Services Legal Services		\$20,000			\$20,000			\$20,000	
Legal Services Total		\$20,000			\$20,000			\$20,000	
Taxes Property		\$5,500			\$12,000			\$12,000	
Taxes Total		\$5,500			\$12,000			\$12,000	
Insurance General, Property, Boiler & Auto, Umbrella		\$85,500			\$85,500			\$85,500	
Insurance HOA Owned Vehicles		\$6,000			\$6,000			\$6,000	
Insurance D & O Insurance		\$12,000			\$12,000			\$12,000	
Insurance Worker's Comp		\$16,000			\$16,000			\$16,000	
Insurance Total		\$119,500			\$119,500			\$119,500	
Community Enhanceme Donations		\$1,000			\$1,000			\$1,000	
Community Enhanceme Association Memberships		\$2,000			\$2,000			\$2,000	
Community Enhancement Total		\$3,000			\$3,000			\$3,000	

Reserve Transfer

Reserve Transfer Total

Grand Total

Difference

				\$329,406			\$156,856	
	\$0			\$329,406			\$156,856	
	\$5,281,764			\$5,893,200			\$5,720,650	
	-\$125,714			\$0			\$0	

Exhibit A

Expected Reserve Expenditures and Capital Improvement for 2024

	2024	
SC-Pool Covers	\$9,000	
SC - Competition Pool Renovation/Replaster	\$320,000	
SC - Competition Pool Filter Replacement	\$130,000	
SC - Restroom Renovation	\$150,000	
CC - Pond Controller/Pump Replacement	\$18,000	
AV - Replaster/Repairs to Code	\$130,000	
GR - Repaint/Restain GreyRock Amenity Center	\$4,000	
Node Clock Replacement	\$90,000	
Rock Work	\$25,000	
Irrigation Upgrades	\$35,000	
Bed Upgrades	\$35,000	
Plant Replacement		
Escarpment Project	\$200,000	
CCN Improvement	\$200,000	
Construction Repairs	\$50,000	
Total	\$1,396,000	

2024 Budget Proposal #1 Standard Hours		Total	Winter A	Spring Break	Spring A	Spring B	Summer	Fall	Winter B
Swim Center	Dates		Jan 3 - Mar 8	Mar 9 - Mar 17	Mar 18 - Apr 28	Apr 29 - Jun 2	Jun 3 - Aug 11	Aug 12 - Sep 27	Sep 28 - Dec 19
	Schedule		Mon-Fri: 6-9:30a (lap) Mon-Fri: 4-8p (lap) Sat: 8a-1p (lap) Sun: Closed	Mon-Fri: 6-9:30a (lap) Mon-Fri: 4-8p Sat: 7-10a (lap) 10a-6p Sun: 1-6p	Mon-Fri: 6-9:30a (lap) Mon-Fri: 4-8p (lap) Sat: 7a-10a (lap) 10:30a-6p Sun: 1-6p	Mon-Fri: 6-9:30a (lap) Mon-Fri: 4-8p (lap) Sat: 7a-10a (lap) 10:30a-6p Sun: 1-6p	Mon: Closed Tue-Thu: 6a-3p (lap) 3p-8p Fri: 6a-8p (lap) Sat: 7-10a (lap) 10:30a-8p Sun: 10a-8p	Mon-Fri: 6-9:30a (lap) Mon-Fri: 4-8p (lap) Sat: 7a-10a (lap) 10:30a-6p Sun: 1-6p	Mon-Fri: 6-9:30a (lap) Mon-Fri: 4-8p (lap) Sat: 8a-1p (lap) Sun: Closed
Community Center	Dates					May 18 - Jun 2	Jun 3 - Aug 11	Aug 12 - Sep 2	
	Schedule					Mon-Fri: Closed Sat-Sun: 12-6p	Mon: 11a-7p Tue: Closed Wed-Sun: 11a-7p	Mon-Fri: Closed Sat-Sun: 12-6p	
Avaña	Dates					May 4 - May 26	May 27 - Aug 11	Aug 12 - Sep 2	
	Schedule					Mon-Fri: Closed Sat-Sun: 12-6p	Mon-Wed: 9a-7p Thu: Closed Fri-Sun: 9a-7p	Mon-Fri: Closed Sat-Sun: 12-6p	
Greyrock	Dates					May 11 - May 26	May 27 - Aug 11	Aug 12 - Sep 2	
	Schedule					Mon-Fri: Closed Sat-Sun: 12-6p	Mon-Tue: 11a-7p Wed: Closed Thu-Sun: 11a-7p	Mon-Fri: Closed Sat-Sun: 12-6p	
6021 - Lifeguards	Estimated Payroll	\$759,651.24	\$56,130.38	\$18,589.06	\$63,178.00	\$78,792.08	\$380,817.95	\$108,774.14	\$53,369.63
6022 - Front Desk	Estimated Payroll	\$122,505.19	\$9,379.69	\$2,880.75	\$11,613.56	\$12,834.00	\$56,877.57	\$19,384.68	\$9,534.94
Total	Estimated Payroll	\$882,156.43	\$65,510.07	\$21,469.81	\$74,791.56	\$91,626.08	\$437,695.52	\$128,158.82	\$62,904.57

Expanded Fall Hours #1 Extend weekend fall hours at AV+GR through Sep 27 AND increase AV hours by 2 hours/day		Total	Winter A	Spring Break	Spring A	Spring B	Summer	Fall	Winter B
Avaña	Dates							Aug 12 - Sep 27	
	Schedule							Mon-Fri: Closed Sat-Sun: 10a-6p	
Greyrock	Dates							Aug 12 - Sep 27	
	Schedule							Mon-Fri: Closed Sat-Sun: 12-6p	
6021 - Lifeguards	Estimated Increase	\$6,900.00						\$6,900.00	
6022 - Front Desk	Estimated Increase	\$1,900.00						\$1,900.00	
Total	Estimated Increase	\$8,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,800.00	\$0.00

Expanded Fall Hours #2 Add weekday 530p-730p to AV through Sep 27		Total	Winter A	Spring Break	Spring A	Spring B	Summer	Fall	Winter B
Avaña	Dates							Aug 12 - Sep 27	
	Schedule							Mon-Fri: 5::30p-7:30p	
6021 - Lifeguards	Estimated Payroll	\$5,700.00						\$5,700.00	
6022 - Front Desk	Estimated Payroll	\$1,550.00						\$1,550.00	
Total	Estimated Payroll	\$7,250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,250.00	\$0.00

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

ARTICLE I

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

ARTICLE II
DEFINITIONS

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

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

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

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

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

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

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

ARTICLE III
MEETINGS OF MEMBERS

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

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

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

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

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

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

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

ARTICLE IV
BOARD OF DIRECTORS: SELECTION: TERM OF OFFICE

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

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

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

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

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

ARTICLE V

NOMINATION AND ELECTION OF DIRECTORS

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

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

ARTICLE VI MEETINGS OF DIRECTORS

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

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

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

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

ARTICLE VII POWERS AND DUTIES OF THE BOARD OF DIRECTORS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

(g) cause the Common Area to be maintained.

ARTICLE VIII OFFICERS AND THEIR DUTIES

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

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

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

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

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

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

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

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

President

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

Vice-President

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

Secretary

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

Treasurer

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

ARTICLE IX COMMITTEES

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

ARTICLE X BOOKS AND RECORDS

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

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

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

ARTICLE XI ASSESSMENTS

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

ARTICLE XII AMENDMENTS

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

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

ARTICLE XIII MISCELLANEOUS

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

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

CERTIFICATION

~~_____ I, the undersigned, do hereby certify:~~

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

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

~~_____ IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the seal of said Association this 3rd day of May 2005.~~

~~_____ IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the seal of said Association this 5th day of May 2007.~~

~~_____ IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the seal of said Association this 20th day of May 2009.~~

Secretary, CCHOA

2024 Circle C Swim Center Renovations

Competition Pool

Scope of Work to be Done:

- Replaster Pool With DiamondBrite Quartz or like product
- Tile Repairs Where Needed
- Coping Refinish and Paint
- Replace All 6" Rubber Couplings on Return Lines in Gutter
- Replace Main Drain Grates—
- Replace Pool Lights With Possibly Led but whatever is cost efficient(Will require Restructure of Electric J-Boxes and GFCI's or Transformers
- Replace Pool Sand Filters(Approved at September 2023 Board Meeting)
- Rebuild/Re-caulk Pool Expansion Joints
- Caulk all Deck Expansion Joints
- Replace 10" Butterfly Valve on Suction Side of Pump
- Repair/ Replace Damaged Grab rail anchors

Wade Pool

Scope of Work to be Done:

- Replaster Pool With DiamondBrite Quartz or like product
- Retile Pool and Repair Bond Beam Where Necessary
- Coping Refinish and Paint
- Replace Main Drain Grates
- Refinish Dumping Buckets and Pole for Dumping Buckets

Restroom Facilities

Scope of Work to be Done:

- Take Out Pavers on Floor and Add Drains and Brushed Concrete Floor Finish to bring facility to City of Austin/Travis County Code
- Completely Rebuild Showers/Fixtures and Replace Shower Divider Walls to Meet ADA requirements
- Replace Ceiling Fan/Light Combination with Separate Lights and Fans(Lights will need to be wet area rated but provide sufficient light for restrooms at night---Ceiling Fans will need to be wet rated as well All switches will need to be replaced.
- Replace Doors and Frames at restroom/Wade Pump Room Storage entries with FRP Doors and Frames
- Replace all stall partitions/doors

The Pool Plastering Process

Circle C HOA

Step 1: Plaster Color

Our pools plastered in a blue quartz color. This allows for the extra blue sparkle in the pool when the sun is shining yet still adds a little blue tint when the sky is cloudy.

Step 2: Drain the Pool

Our pools are drained to the sanitary sewer with the exception of the Swim Center which is drained through the backwash which runs to the storm drainage tanks/field behind the Swim Center.

Step 3: Relieve Hydrostatic Pressure

Hydrostatic Pressure is not typically a problem in our area, but Avana and Greyrock have hydrostatic relief valves in the bottom and the plaster company will core a hole in the bottom if they deem it necessary to relieve pressure. The Swim Center and Community Center Pools historically have great drainage underneath the structure.

Step 4: Prepare the Pool for Plastering

The preparation is started by undercutting all waterline tiles, and undercutting on any pool fittings and features such as lights, jets, returns, floor tiles, and main drains. After undercutting, the plaster is assessed for hollows (plaster that has separated, or de-laminated, from the concrete surface.) These hollows will be chipped out. Once hollows are chipped out the pool is inspected for any cracks that need to be addressed. Cracks are addressed as needed. Some might require extensive repairs.

Now there are options as to how to finish the prepping of the pool.

Atlantis chooses to use a 40,000 PSI water pressure blaster to remove any worn or dead plaster. This creates a good surface so that the bond coat can be applied. The bond coat is then applied.

Progressive Commercial chooses to remove all of the old plaster, acid wash, and apply no bond coat. This has some benefits but also creates some risks. When this is done it is likely that some of the existing concrete shell will come off with the chipping process. On a pool that is older this is even more of an issue if the pool has been replastered multiple times in the past.

Commercial Swim chooses to remove any hollows, spot chip across the rest of the plaster, acid and pressure wash, and then bond coat.

Note: A bond coat is a specially formulated, two-part cementitious coating, designed to be used as an ideal substrate to mechanically bond pool plaster over existing plaster finishes.

Step 5: Apply the New Plaster Finish

Pool plaster will be applied over a scratch coat and will have thickness of 3/8 to 1/2 an inch. Once the new plaster layer is applied, the finish will be smooth troweled.

Step 6: Installation of MicroGlass (Included with Atlantis Only)

MicroGlass is a premium curing agent for all types of plaster and pebble surfaces. The ultimate in pool plaster vitrification, hydration, and stabilizer for new or existing surfaces. MicroGlass hardens and seals the surface which has the following benefits:

- Reduces Color Loss
- Reduces Micro/Shrink Cracking
- Improves Start-Up Chemistry
- Reduces Overall Chemical Usage
- Reduces Surface Etching
- Lessens Calcium Nodule Formation
- Extends Pool Surface Life Expectancy

Step 12: Refilling the Pool & Chemistry Balance

A sequestering agent is added to the pool water upon the beginning of the fill to prevent any metal staining on the new plaster finish. Once the pool is filled the pool equipment is started up to begin the circulation and filtration of the water. The pool chemicals are then adjusted in the following order. Chlorine, Total Alkalinity, PH, Cyanuric Acid(Stabilizer), Calcium Hardness.



(941) 655-9397

How MicroGlass Works

Make Plaster HARDER And BETTER Than NEW? YES! Here's How MicroGlass Does It...

To understand why MicroGlass makes plaster and aggregate finishes stronger, harder, and nearly impervious to water chemistry, it's important to understand some basic fundamentals of pool plaster.

I. Pool plaster is not exactly "waterproof."

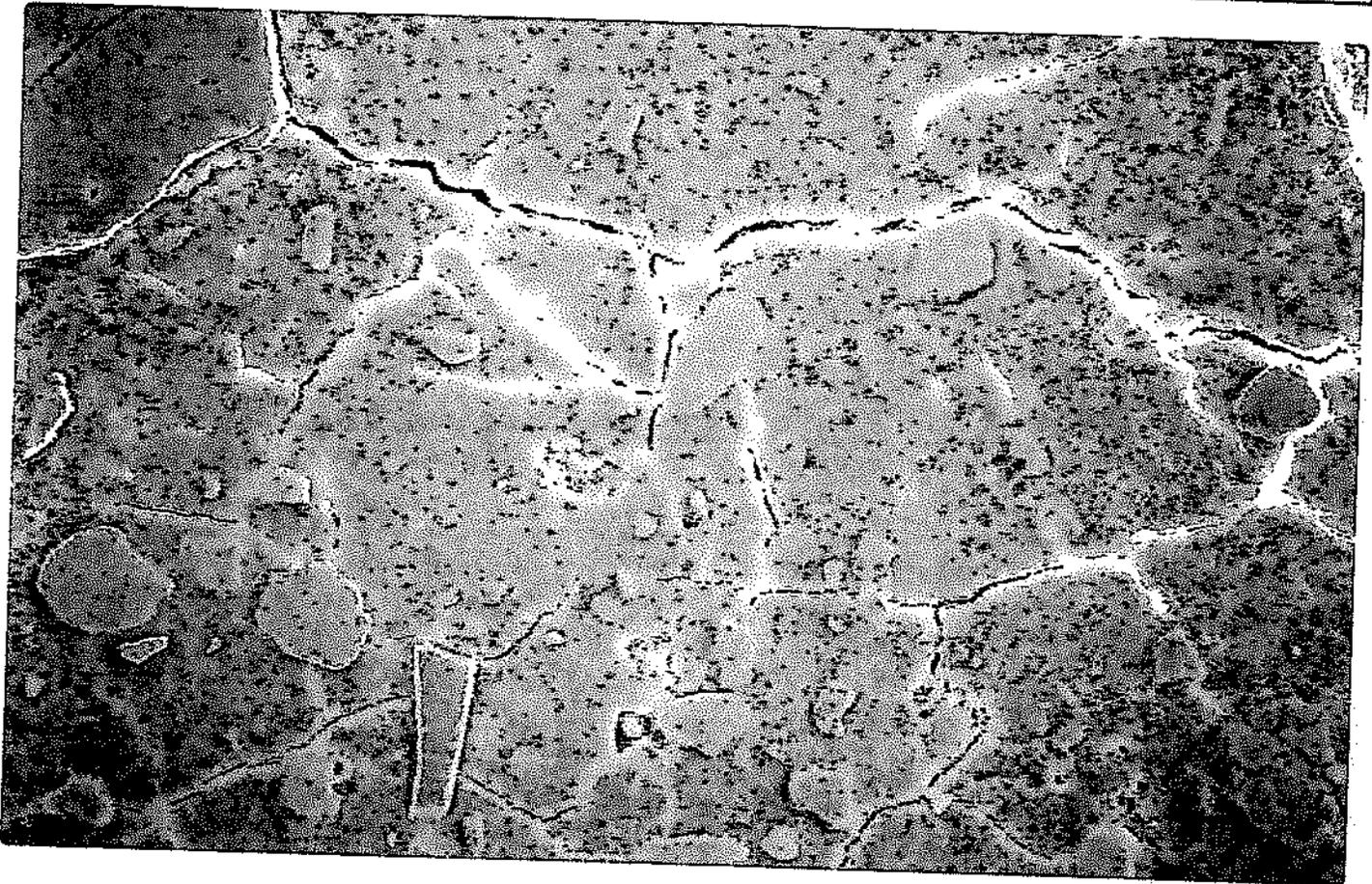
Most people know that **pool plaster is comprised of a variety of materials**, including Portland cement, plus marble dust and/or quartz and/or other aggregates, and a variety of other chemicals and additives.



(941) 655-9397

you chasing your tail trying to stabilize the pH and total alkalinity.

NOTE: To keep things simple, when we say "pool plaster," we're referring to ALL types of cement-based interior finishes for concrete/gunite swimming pools. That means standard pool plaster (a.k.a. Marcite) as well as all forms of polished quartz and exposed aggregates.



II. Pool plaster is constantly reacting with pool water.

Most people know that maintaining a stable pH and total alkalinity in a safe zone is vital to protecting your pool plaster and other parts of your swimming pool. Similarly, most people know that when the water chemistry is out of whack, your pool plaster may be damaged, or do things you don't want it to do.

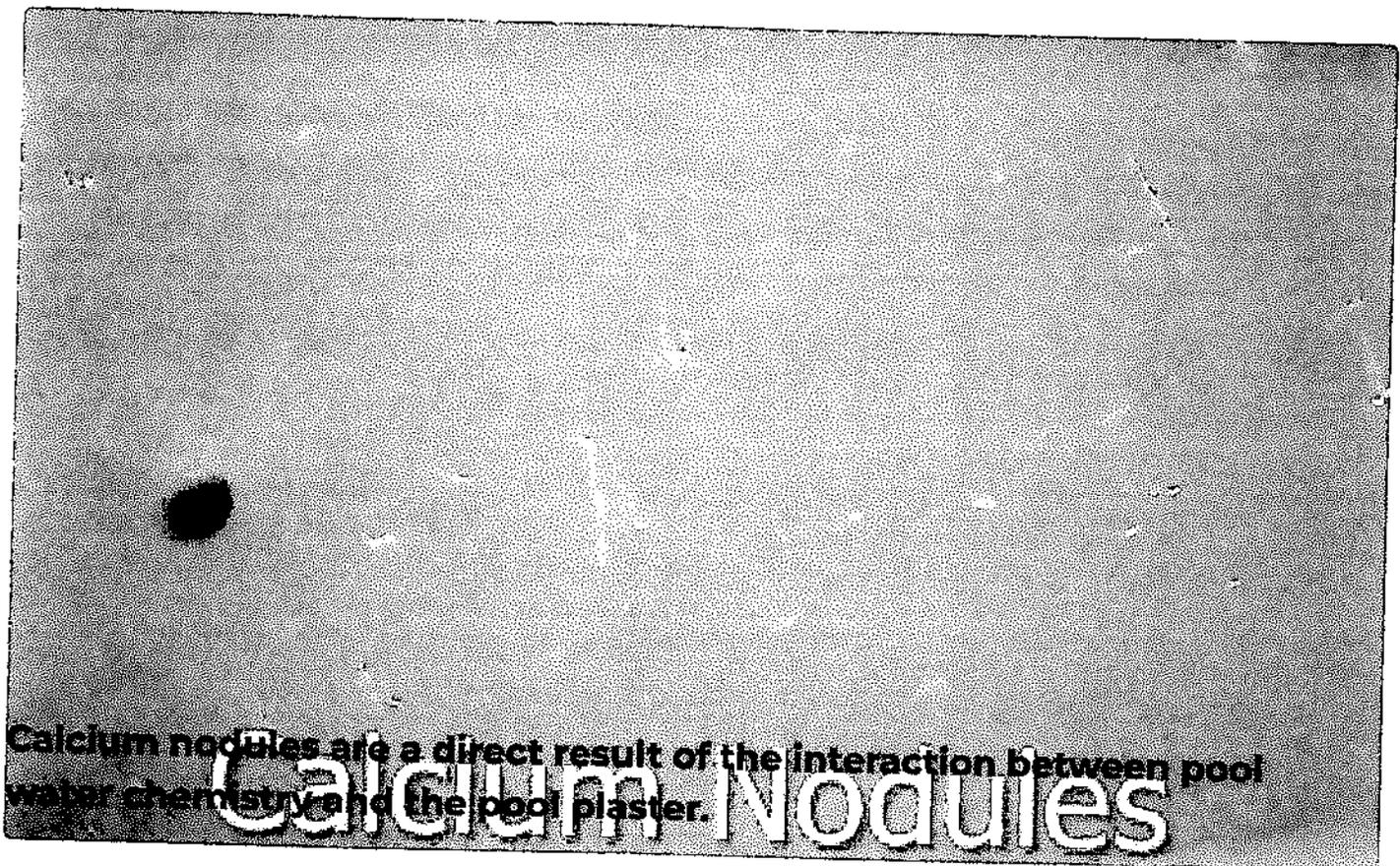


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III. Calcium nodules, anyone?

Some of the more glaring examples of pool water reacting with the calcium hydroxide in the plaster is the fading of plaster color, and the formation of small white calcium deposits on your beautiful pool finish. (These are unsightly, and they feel like small barnacles on your feet. Nobody wants calcium nodules!)

NOTE – Calcium nodules and "scale" are two different things. Scale comes from minerals in the water, not from the plaster.



Calcium nodules are a direct result of the interaction between pool water chemistry and the pool plaster.

Calcium Nodules

Plaster etching, spalling, color-loss and shortened lifetimes are other common side-effects of chemicals interacting with the plaster.



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IV. MicroGlass will FILL the voids, and minimize the water/plaster chemical reactions.

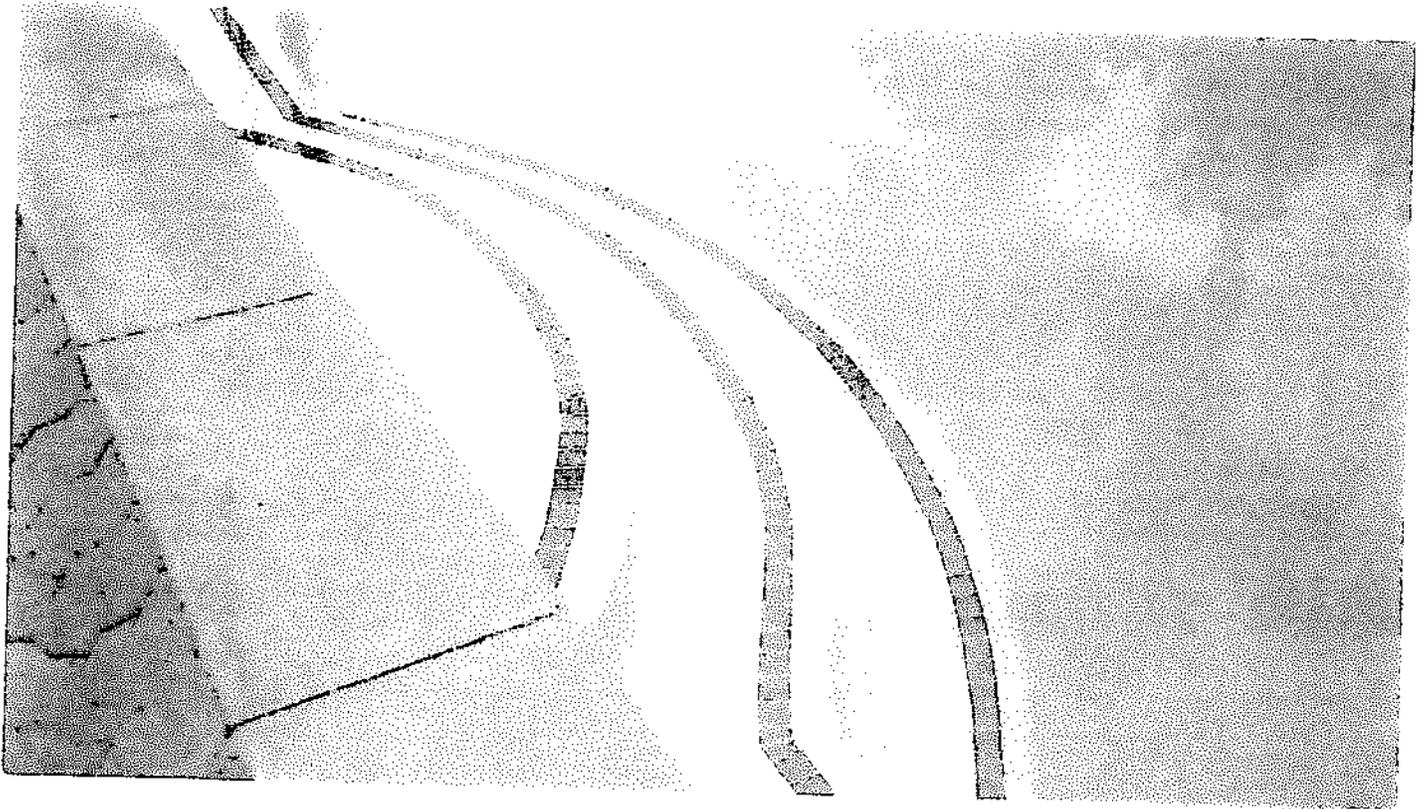
MicroGlass is not a "waterproofing agent," nor a paint or coating, or anything remotely like that.

MicroGlass is produced through a scientific process that penetrates the pool plaster matrix by up to half an inch, and **chemically converts and displaces the soft, vulnerable calcium hydroxide with small but significantly harder glass-like silicates.** (Hence the name "MicroGlass.")

By removing most of the calcium hydroxide, and filling most of the voids and capillaries with the MicroGlass, the application greatly minimizes the chemical interactions between the plaster and the pool water.



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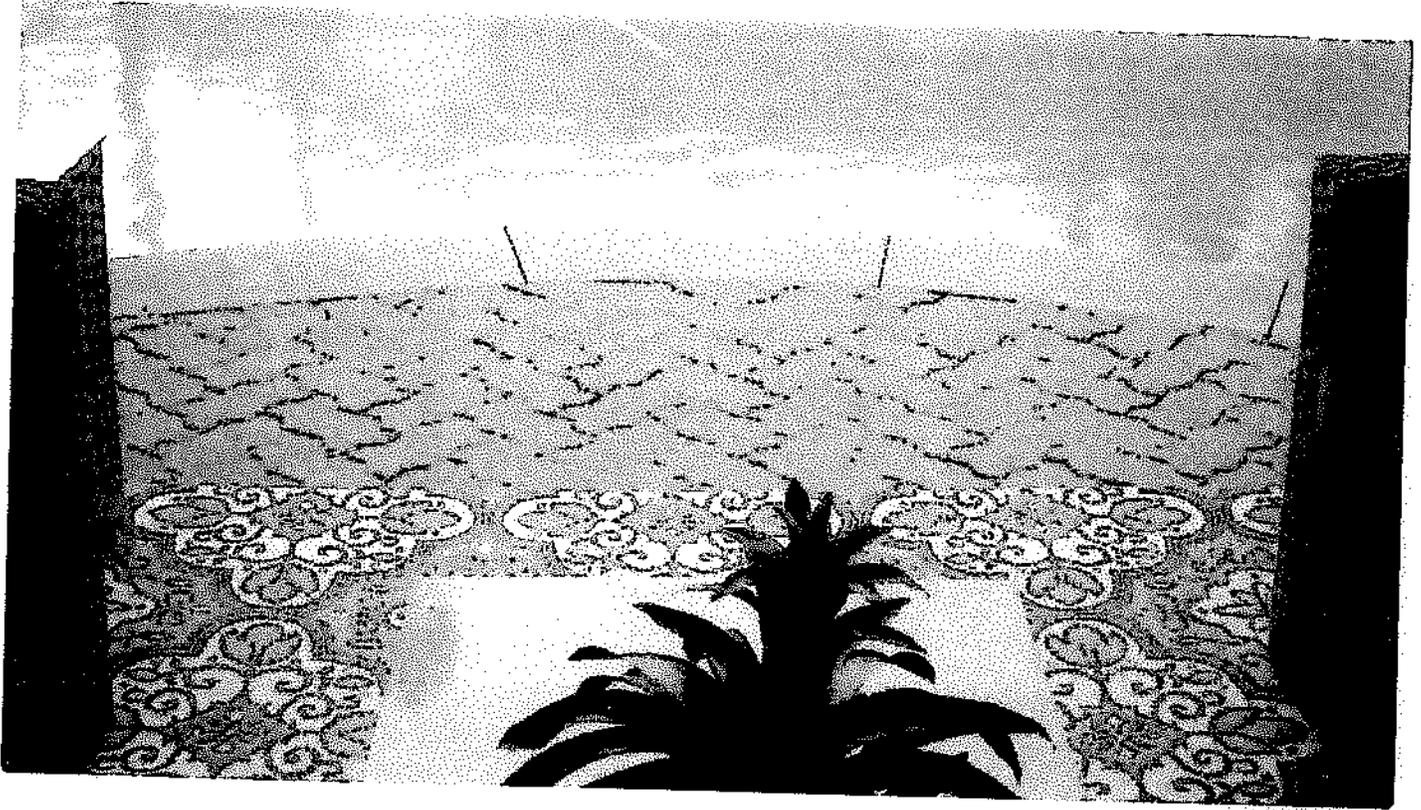


V. MicroGlass is NOT a “temporary fix.” The change is permanent.

The MicroGlass application is “One and Done.” When the process is complete, the plaster is permanently improved and hardened. The silicates are never going to revert back to calcium hydroxide. **You will never have to apply it again until if and when you decide to completely re-plaster the pool.**



(941) 655-9397



VI. Yes, MicroGlass is “cutting-edge,” but it wasn’t invented yesterday.

MicroGlass has been used on hundreds of swimming pools in the United States for more than 15 years. Our results are not based on speculation, but real-world results on all different types of pool interior finishes, both new and old, in many different environments, all over the U.S and beyond.

Circle C Swim Center

Plaster/Pool Repairs Bid Comparisons 2023-4

Company	Price	Prep	Bond Coat	Type Plaster	Microglass?	Plaster Warranty	Repair Warranty	Est. Completion Time
Progressive Commercial Aquatics	\$ 378,160.86	Chip Out	No	Quartz	No	5 Years	1 Year	6-8 Weeks
Commercial Swim	\$ 287,386.75	Chip Out	Yes	Quartz	No	1 Year	1 Year	6-8 Weeks
Atlantis	\$ 304,391.00	40,000 PSI Liquid Blaster	Yes	Pebble Quartz	Yes	5 Years	1 Year	8 weeks
Notes:								
Commercial Swim's bid is a bit low and I do not feel fully confident in their ability to do a project this big.								
Progressive Commercial's bid is quite high for this project.								
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 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.								
## # I feel confident in both Commercial Swim's and Atlantis's ability to do this project. Atlantis did our last Swim Center Pool Renovation in 2014 and we had no issues at all.								
Both Atlantis and Commercial Swim do projects of this caliber on a regular basis.								



BID PROPOSAL

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

OWNER INFORMATION

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

Contact Information

Robert Bardeleben
PH: 512-796-9584

SwimCenter

SCOPE OF WORK

- Remove loose plaster and prep with 40,000 PSI Liquid Blaster and Replaster with Pebble Quartz white
2. Coping Refinish and Paint
 3. Make Tile repairs where needed
 4. Replace all 6 inch rubber couplings on return lines in gutter
 5. Replace Main Drain Grates
 6. Fill in Pool Light Niches and Plaster over them
 7. Caulk all Deck Expansion Joints
 8. Install MicroGlass on Main Pool
 9. Sales Tax Included

Wade Pool

1. Replaster Pool with Pebble Quartz White
2. Retile Pool and repair Bond Beam where Necessary
3. Coping Refinish & Paint
4. Replace Main Drain Grates
5. Refinish Dumping Buckets and Pole for Dumping Buckets
6. Install Micro Glass on Wade Pool
7. Sales Tax Included

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

5 Year warranty on Pebble Quartz and 1 year labor

TOTAL BID: Three Hundred Four Thousand Three Hundred Ninty One Dollars & No Cents

\$304,391.00

10/15/2023 BY: *Dennis Watson*
Dennis Watson



Swim Center

Project Name: Circle C lap and baby pool replaster, tile, light fill in, coping coating
Attn: Robert B.
Date: 9/15/23

Quote:

Plaster Portion for lap and baby pool (beach entry sandy beach excluded from being done per owner):

- 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).
- 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 10 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:

- Remove all waterline tile on baby pool only and replace with new like cobalt blue tile and new depth markers on the waterline.
- Replace toe tile on any steps and benches with new nonskid toe tile blue in both pools.

Lights:

- Remove (33) pool lights from niches and seal conduit outlet with potting epoxy, clean interior of niche, form at all niches and fill in with non shrink

grout as approved by an aquatic engineer on other projects that lights are filled in.

- All labor and materials for all (33) are included.

Single set of ladder Grab Rails:

- Provide (1) set of custom long reach grab rails where concrete is broken and remove a 4x6 area of pavers and pour concrete with new anchors for the new rail set.
- Fill in old anchors in the top of the coping to be coated over.
- Pour back 4x6 slab and set new anchors and new grab rails in that one location.

Coping coating and expansion joints:

- Fully remove coating around lap and baby pool.
- Install new nonskid coating on coping for both pools in color of your choice.
- Tape off existing depth markers so they are not destroyed.
- Remove and replace caulking on deck as well as in pool in expansion joints. In pool we will use what is needed for underwater and non sag for the walls.

Grand Total: \$349,340.29 + tax if taxable

tax 28,820.57
\$ 378,160.86

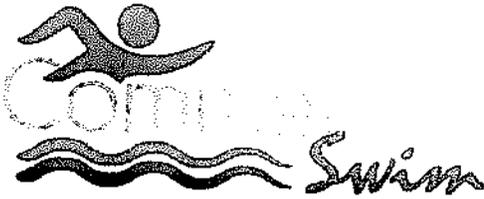
Thank you,

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



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

Estimate

ESTIMATE# 1029372494
 DATE 10/16/2023
 PO#

CUSTOMER

Circle C HOA
 5919 La Crosse Avenue
 Austin TX 78739

SERVICE LOCATION

Circle C HOA
 5919 La Crosse Avenue
 Austin TX 78739

*SwimCenter
 Including Baby Pool*

- Repair coping
- spray deck texture on coping
- new tile markers
- Repair handrail
- Replace all 6" rubber couplings on return line in gutter
- Replace all mastic
- Tile where needed
- remove and fill in all light niches.

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

DESCRIPTION

work should take aprox. ⁶⁻⁸~~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 responsibility to coordinate that when the plaster is complete

Estimate

Description	Qty	Rate	Total
Coping repair/ tetrue	480.00	32.00	15,360.00
Mastic	480.00	5.00	2,400.00

Description	Qty	Rate	Total
Tile markers	1.00	3,800.00	3,800.00
Handrail	1.00	300.00	300.00
Tile	1.00	500.00	500.00
6" rubber couplings labor and matrilas	6.00	220.00	1,320.00
Remove and fill light nice	30.00	250.00	7,500.00
Prep amd Bond coat	13580.00	4.00	54,320.00
Step and bench tile per lf	120.00	16.00	1,920.00
Blue Quartz	13580.00	9.75	132,405.00
Slurry Box and Acid wash	4.00	2,400.00	9,600.00
Fittings (main drains - wall fittings)	4.00	1,000.00	4,000.00
Tax		8.25%	19,257.56

CUSTOMER MESSAGE

Estimate Total: *Comp* **\$252,682.56**

~~32,852.76~~

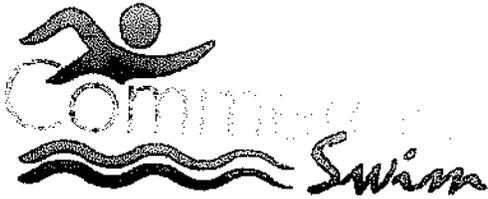
~~285,535.32~~

Wade 34,704.19

Total ~~287,386.75~~

PRE-WORK SIGNATURE

Signed By:



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

Estimate

ESTIMATE# 1029374188
 DATE 10/16/2023
 PO#

CUSTOMER

Circle C HOA
 5919 La Crosse Avenue
 Austin TX 78739

SERVICE LOCATION

Circle C HOA
 5919 La Crosse Avenue
 Austin TX 78739

kid pool

- Repair coping
- spray deck texture on coping
- new tile markers
- Refinish dumping buckets and pole
- Replace all mastic
- Replace tile

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 approx. ⁶⁻⁸ 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 responsibility to coordinate that when the plaster is complete

*Baby Pool -
 Include in
 Swim Center Bid*

DESCRIPTION

Estimate

Description	Qty	Rate	Total
Prep and bond coat	130.00	29.66	3,855.80

Description	Qty	Rate	Total
Trim tiles	80.00	16.00	1,280.00
Blue quartz	130.00	78.65	10,224.50
Slurry box and acid wsh	1.00	1,075.00	1,075.00
Fittings (main drains - wall fittings)	1.00	300.00	300.00
Spray deck coping	132.00	32.00	4,224.00
Tile markers	1.00	1,200.00	1,200.00
Mastic	134.00	5.00	670.00
Refinsh dumping buckets and pole	1.00	3,200.00	3,200.00
Replace tile	134.00	45.00	6,030.00

CUSTOMER MESSAGE

Estimate Total: \$32,059.30

PRE-WORK SIGNATURE

Tax ~~772.46~~
 \$ ~~32,852.76~~
 Tax 2644.89
 \$ 34,704.19

Signed By:

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:									
<p>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.</p> <p>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.</p> <p>Progressive Commercial and Atlantis both have 5 year plaster warranties where Commercial Swim's warranty is 1 year.</p> <p>Atlantis' 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.</p> <p>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.</p>									



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

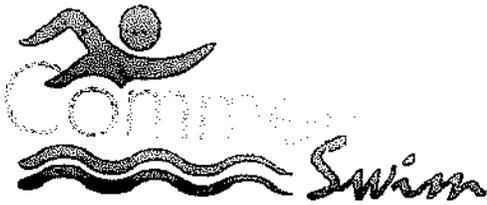
- Draining & Cleaning of pool
- Chemical start-up
- Water to fill pool
- Brushing of Walls

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*
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

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

Avana

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

DESCRIPTION

work should take aprox. 4-6 weeks

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4. If the pool requires water trucks, it is the builder's responsibility 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

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

TOY

5078.70

PRE-WORK SIGNATURE

\$ 66,638.70

Signed By:



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

**Circle C Homeowners Association
March 20, 2024
Annual Meeting**

The undersigned President of the Circle C Homeowners Association hereby calls the Annual Meeting of the Association to be held **Wednesday, March 20, 2024 at 6:30pm** at 7817 La Crosse Ave or via Zoom. The link to the meeting is <https://us02web.zoom.us/j/84860674746?pwd=Y1pxTFMvaWlTd1psemtmeHhzaFdaQT09>. The agenda has been posted on the CCHOA website at www.circlecranch.com

THERE ARE SEVERAL WAYS TO VOTE!

- Return the 2024 Board of Directors Election Absentee Ballot and Proxy below when you pay your annual assessment by March 18, 2024 **OR**
- Turn in your absentee ballot or proxy to the CCHOA office (7817 La Crosse Avenue) by 3:00pm on March 18, 2024 **OR**
- Vote online through the website at www.circlecranch.com. To vote online, you will need your **“unique code”** which can be found on the front of your assessment statement or by calling the financial office at 512-451-9901. **Your unique code is for online voting purposes only, it is NOT your account number for paying assessments.**

If you would like to obtain more information on each candidate, please visit the CCHOA website at www.circlecranch.com, where you can view each candidate’s questionnaire.

Joanne Kinzer, Secretary

YOU MUST SIGN YOUR ABSENTEE BALLOT OR PROXY BELOW IN ORDER FOR IT TO BE VALID.

State law also requires that we provide the following notice: **“By casting your vote via absentee ballot you will forgo the opportunity to consider and vote on any action from the floor on these proposals, if a meeting is held. This means that if there are amendments to these proposals your votes will not be counted on the final vote on these measures. If you desire to retain this ability, please attend any meeting in person.** You may submit an absentee ballot and later choose to attend any meeting in person, in which case any in-person vote will prevail”.

At this time, the Board Election and Bylaws Amendment are the only TWO items requiring a vote on the agenda. We are voting on TWO Issues!

1. Election of two Board Members
2. Amendment to the Bylaws (notices by email, e-voting, zoom meetings, clarify director terms)

YOU MUST SIGN YOUR ABSENTEE BALLOT OR PROXY BELOW IN ORDER FOR IT TO BE VALID.

Issue #1

Please select **TWO** candidates from the names listed below **OR** write in a candidate of your choice. A total of two votes may be cast.

Write-In Candidate

Write-In Candidate -----

Issue #2

Please vote For or Against the Amendment to the Bylaws For
(see page 3 for specific wording)

Against

OR INSTEAD OF CASTING VOTES, GRANT YOUR PROXY TO:

(Name AND address of CCHOA member in good standing being granted proxy) *****PLEASE PRINT*****

For quorum purposes only

For quorum and to vote for nominees to the Board of Directors

Your Signature

Date