

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

- I. Roll Call
- II. Acceptance of Agenda
- III. Acceptance of September 25, 2024 Board meeting minutes *Joanne Kinzer*
- IV. Homeowner Forum (3 min each)
(Homeowners may sign up to speak for the Homeowners Forum by calling the HOA manager at 512-288-8663 or sending an email to info@circlecranch.info at least a week before the meeting, in writing. Members will be given 3 minutes to address the board. The Board will send a reply through the HOA Office after the meeting.
 - a. Andrew Tan
- V. Management Reports
 - a. General Report, *Karen Hibpshman*
 - 1. Sept YTD Financials
 - b. Landscape Report, *Karen Hibpshman*
 - c. Aquatics Report, *Brody McKinley*
 - d. Maintenance Report, *Robert Bardeleben*
- VI. Discussion Items
 - a. TxDot proposed project along FM1826
 - b. Update on License Plate camera proposals
 - c. 2025 Draft Budget
- VII. Action Items
 - a. November meeting date (Nov 20th or Dec 4th)
 - b. CCL Office Contract
 - c. Annual Meeting Date
- VIII. Adjourn Public Meeting
- IX. Executive Session
 - a. Café
 - b. Stratus Project

Attachments

- 1. September 2024 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
September 25, 2024**

1. The CCHOA Board of Directors convened on September 25, 2024, at the Community Center and via video conferencing (Zoom). Stephen Bega called the meeting to order at 6:40 p.m. In attendance were board members Stephen Bega, David Lachance, Joanne Kinzer, and Paul Oveisi. John La Barge joined via Zoom. CHOA Manager Karen Hibpshman (HOA Manager), Robert Bardeleben (Facilities Director) and Brody McKinley (Aquatics Director) were present.
2. Stephen presented the September 25, 2024 agenda. Karen asked to add Randhir Soni to the Homeowner Forum. Paul motioned to accept the agenda with the change. Joanne seconded the motion. All were in favor and the motion passed.
3. Stephen presented the August 28, 2024 Board of Directors Meeting Minutes. Joanne motioned to accept the minutes with the removal of the extra period on #9. David seconded the motion. All were in favor and the motion passed.

4. Stephen introduced the Homeowner Forum.

Randhir Soni spoke concerning the Short-term rentals (STR), the STR vote and residents thoughts on STRs.

5. Karen presented the management report and the YTD Financials.
6. Karen presented the landscaping report.
7. Brody reported the aquatics report.
8. Robert presented the maintenance report.
9. The first discussion item is the proposed TxDot project along FM1826. Karen provided an update during the General Report that TxDot will be holding another public input meeting. They have hired Rifeline to facilitate the public input and gathering additional information.
10. The second discussion item is the update on the License Plate cameras. Karen is still working with Jason Bram and Flock for bids. There are 14 entrances into Circle C and at least two where there is no power. Jason is looking at one time cost for cameras. Flock did an online demo on how the cameras work. With Flock, it is a 2-year contract with a yearly fee for leasing of the cameras. More information will be provided at a future meeting.
11. The third discussion item is the 2025 Draft Budget. There are two draft budgets, one showing no increase and a second showing a 5% increase in assessments. We are still working on a couple of budget numbers for capital improvements. Water was increase in the budget due to possible new restrictions coming out as it becomes available. Joanne asked that the 2023 budget numbers are added to the draft budget for comparison.

12. John motioned to adjourn the Public Meeting at 7:37 p.m. Joanne seconded the motion. All were in favor and the motion passed.
13. The board went into executive session at 7:40 p.m. to discuss the Stratus Project and the cafe. No decisions or actions were taken. The board adjourned executive session at 8:10p.m.

**Circle C Homeowners Association
 Manager's Report
 September 23, 2024 – October 25, 2024**

**Violation Report
 September 23, 2024 – October 25, 2024**

	Aug 26 - Sept 20, 2024	Sept 23 - Oct 25, 2024	Percentage of Total Violations	% Change		Aug 28 - Sept 22, 2023	Sept 25 - Oct 20, 2023	Percentage of Total Violations	% Change
Total Violations:	349	421		20.63%		296	269		-9.12%
Rubbish/Debris	43	42	9.98%	-2.33%		49	46	16.55%	-6.12%
Front Yard Maintenance	237	296	70.31%	24.89%		158	127	53.38%	-19.62%
Architectural	7	15	3.56%	114.29%		11	11	3.72%	0.00%
Vehicle Storage	7	9	2.14%	28.57%		9	13	3.04%	44.44%
Repair of Exterior Damages	20	18	4.28%	-10.00%		15	27	5.07%	80.00%
Exterior Lighting	9	3	0.48%	-66.67%		1	2	0.34%	100.00%
Driveway	5	3	0.95%	-40.00%		10	2	3.38%	0.00%
Fencing	0	0	0.00%	0.00%		2	1	0.68%	-50.00%
Use Limitations	1	3	0.95%	0.00%		0	1	0.34%	#DIV/0!
Recreational Equipment	8	10	2.38%	25.00%		33	34	11.15%	3.03%
Offensive Activities	5	10	2.38%	0.00%		0	1	0.00%	#DIV/0!
Common Properties	0	0	0.00%	0.00%		0	1	0.34%	0.00%
Maintenance	6	9	2.14%	50.00%		5	3	1.69%	-40.00%
Abutting Landscaping	0	0	0.00%	0.00%		0	0	0.00%	0.00%
Window Covering	1	3	0.48%	0.00%		0	0	0.00%	0.00%

	349	421				296	269		
Stage 1/Cooperative Letters	305	367	87.17%	20.33%		252	203	85.93%	-19.44%
Stage 2 Letters	32	40	9.50%	25.00%		38	46	11.25%	21.05%
Stage 3 Letters	11	14	3.32%	27.27%		6	18	2.50%	200.00%
Stage O	0	0	0.00%	#DIV/0!		0	2	0.31%	0.00%

	349	349				296	269		
On Hold	3	0	0.86%	0.00%		0	2	0.00%	0.00%
Closed	128	188	44.66%	46.88%		85	107	28.72%	20.56%
New	168	196	46.56%	16.67%		178	115	60.14%	-35.39%
Escalated	38	35	8.31%	-7.89%		28	42	9.46%	50.00%
Re-Opened	12	2	0.48%	-83.33%		5	3	1.69%	-40.00%
Attorney	0	0	0.00%	0.00%		0	0	0.00%	0.00%

Administration

22 New Homeowner Packets mailed Sept 14th – Oct 18th.

Financial

AP checks were signed on October 18th with Terri Giles

Upcoming Special Events

Nov 1st – Nominations for the Board Election (3 board seats) begins

Nov 5th – Community Center is a Voting location

Nov 15th – STR Vote ends

Nov 27-29th – HOA Office Closed for Thanksgiving

Nov 28th – Turkey Trot

Dec 7th – Kids Holiday Party

Nov Board Meeting TBD

Project/Updates

- USPS Blue Mailbox thefts. On August 22, 2024, the Blue Mailbox was damaged and not usable. The USPS repaired the Blue Mailbox this week. Hopefully since the box was broken, thefts at this mailbox will stop.
- More reports of vehicles being accessed and rummaged through and cars being stolen out of the driveways. Included information on removing all valuables and locking your vehicles.
- Proposed Stratus Project - Stratus has delayed coming to the board meeting while they work out additional information with TxDot. Possibly attending in January.
- TxDOT proposed project on FM1826 from SH45-US290. Homeowners that back up to FM1826 from Ladera Verde Drive, Via Grande Drive, Tierra Linda Lane, Via Verde and Arbole Cove will be affected. Attended an additional meeting with TxDot and it looks like they are willing to take the proposal from a 5-lane road to a 3-lane road and one Shared Use Path (SUP). They have not removed the no left turns onto FM1826 but will be looking at that for some locations where left turns are able to be done safely. We are also requesting them to remove the need for the additional ROW from properties owners from the plan. Right now, they are saying that they may need it for future expansion that may or may not come. With the proposed environmental study that they are proposing, they may not be able to acquire ROW now for a possible future project (expansion). We are also still working to divert funds to the Hays County part of the project since this is where it is needed most. After talking with Vikki Goodwin’s office, TxDot has said that they will be holding another Public Input meeting.
- Billing for Coves of Circle C has been emailed.
- Billing for Rowell HOA has been emailed.
- Billing for Circle Commercial has been emailed.
- The phones at the Swim Center have been changed. The new number is 512-363-5578.
- We continue to use the Circle C Ranch HOA Facebook page along with the website to get information out to the residents.

Capital Projects

2024 Capital Budget Projects include:

SC – Pool. Covers	Completed
SC – Competition Pool Replaster	Completed

SC – Competition Pool Filter Replacement	Completed
SC –Restroom Renovation	Completed
CC- Pond Controller/Pump replacement	Completed
AV – Replaster/repairs to code	Completed
GR – Repaint/Re-stain GreyRock Amenity Center	Completed
Node Clock Replacement	Started
Irrigation Upgrades	Started
Bed Upgrades	Started
Escarpment Project	1 st phase started between Needham and South Bay
CCN Improvement	Clean-up and some planting has started
Construction Repairs	Repairs due to construction have been done at Bernia, Trissino, Slaughter, La Crosse, Escarpment and Archeleta

Current or Future Projects

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

2024 CCHOA INCOME BUDGET

Category	Subcategory	2024 Budget	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Totals	%
Homeowner Income	Homeowner Dues	\$5,100,000	\$45,011.31	\$1,293,639.13	\$842,363.35	\$173,022.88	\$216,451.51	\$88,638.32	\$1,554,835.34	\$612,660.50	\$91,186.08	\$4,917,808.42	96%
Homeowner Income	Resale Certificates	\$45,000	\$2,475.00	\$3,600.00	\$5,625.00	\$6,300.00	\$4,100.00	\$4,950.00	\$4,725.00	\$4,050.00	\$3,600.00	\$43,425.00	97%
Homeowner Income	Transfer Fees I0come	\$35,000	\$2,800.00	\$1,050.00	\$4,900.00	\$4,550.00	\$5,442.00	\$4,725.00	\$3,675.00	\$4,025.00	\$2,625.00	\$33,792.00	97%
Homeowner Income	Late Fees Collected	\$30,000	\$1,310.61	\$1,696.99	\$2,391.79	\$2,803.52	\$6,348.35	\$2,756.04	\$1,767.05	\$2,805.59	\$1,176.00	\$23,055.94	77%
Homeowner Income	Lien Admin Fees Income	\$900	\$138.00	\$69.00	\$276.00	\$69.00	\$138.00	\$69.00	\$0.00	\$483.00	\$138.00	\$1,380.00	153%
Homeowner Income	Filing Fee Income	\$1,400	\$112.00	\$56.00	\$224.00	\$56.00	\$118.00	\$56.00	\$1.00	\$395.00	\$112.00	\$1,130.00	81%
Homeowner Income	NSF Charges	\$50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25.00	\$25.00	\$25.00	\$0.00	\$75.00	150%
Homeowner Income	HOA Fine Income	\$0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	#DIV/0!
Homeowner Income Total		\$5,212,350	\$51,846.92	\$1,300,111.12	\$855,780.14	\$186,801.40	\$236,597.86	\$101,219.36	\$1,565,028.39	\$624,444.09	\$98,937.08	\$5,020,766.36	96%
Architectural Review Income	Architectural Review I0come	\$10,000	\$705.00	\$800.00	\$1,390.00	\$1,135.00	\$1,005.00	\$1,525.00	\$1,305.00	\$1,520.00	\$1,040.00	\$10,425.00	104%
Architectural Review Income Total		\$10,000	\$705.00	\$800.00	\$1,390.00	\$1,135.00	\$1,005.00	\$1,525.00	\$1,305.00	\$1,520.00	\$1,040.00	\$10,425.00	104%
Rental Income	Office Rent	\$10,000	\$0.00	\$1,834.11	\$0.00	\$0.00	\$1,834.11	\$0.00	\$0.00	\$1,834.11	\$0.00	\$5,502.33	55%
Rental Income	Grill Rent	\$6,300	\$825.30	\$460.95	\$0.00	\$0.00	\$525.30	\$1,050.60	\$0.00	\$1,050.60	\$0.00	\$3,912.75	62%
Rental Income Total		\$16,300	\$825.30	\$2,295.06	\$0.00	\$0.00	\$2,359.41	\$1,050.60	\$0.00	\$2,884.71	\$0.00	\$9,415.08	58%
Aquatics Income	Pool Programs	\$60,000	\$25.00	-\$75.00	\$2,545.00	\$16,435.00	\$14,989.50	\$23,859.25	\$9,561.50	\$7,366.75	\$3,354.00	\$78,061.00	130%
Aquatics Income	Pool Programs - Swim Team	\$136,500	\$7,080.00	\$5,395.00	\$7,356.70	\$15,670.00	\$25,683.68	\$9,922.50	\$11,032.50	\$18,645.00	\$21,027.50	\$121,812.88	89%
Aquatics Income	Facility Income	\$38,000	\$4,815.00	\$38.00	\$19,714.97	\$6,706.61	\$5,885.82	\$9,025.00	\$5,339.00	\$5,945.00	\$7,636.78	\$65,106.18	171%
Aquatics Income Total		\$234,500	\$11,920.00	\$5,358.00	\$29,616.67	\$38,811.61	\$46,559.00	\$42,806.75	\$25,933.00	\$31,956.75	\$32,018.28	\$264,980.06	113%
CCCC Income	CCCC Facility Rentals	\$70,000	\$6,317.50	\$10,396.25	\$5,338.75	\$7,882.50	\$12,752.25	\$8,855.00	\$14,010.00	\$5,357.50	\$3,910.00	\$74,819.75	107%
CCCC Income Total		\$70,000	\$6,317.50	\$10,396.25	\$5,338.75	\$7,882.50	\$12,752.25	\$8,855.00	\$14,010.00	\$5,357.50	\$3,910.00	\$74,819.75	107%
Landscape Reimbursements	Stratus Reimb	\$114,450	\$0.00	\$54,500.00	\$0.00	\$0.00	\$54,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$109,000.00	95%
Landscape Reimbursements	COA Reimb	\$17,600	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,600.00	\$0.00	\$17,600.00	100%
Landscape Reimbursements Total		\$132,050	\$0.00	\$54,500.00	\$0.00	\$0.00	\$54,500.00	\$0.00	\$0.00	\$17,600.00	\$0.00	\$126,600.00	96%
Credit Card Rewards		\$0	\$0.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$500.00	\$3,500.00	#DIV/0!
Miscellaneous	Interest Income	\$75,000	\$6,602.13	\$14,310.13	\$6,120.85	\$6,935.54	\$6,043.86	\$5,363.29	\$6,020.50	\$7,104.14	\$6,982.29	\$65,482.73	87%
Miscellaneous	Sales Tax Discount	\$0	-\$7.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$7.25	
Miscellaneous Total		\$75,000	\$6,594.88	\$14,310.13	\$6,120.85	\$8,935.54	\$6,043.86	\$6,363.29	\$6,020.50	\$7,104.14	\$7,482.29	\$68,975.48	92%
Cove @ CC Reimbursement	Cove @ Circle C HOA	\$20,000	\$0.00	\$0.00	\$0.00	\$0.00	\$10,490.80	\$0.00	\$0.00	\$0.00	\$0.00	\$10,490.80	52%
Rowell Reimbursement	The Rowell HOA	\$123,000	\$56,369.28	\$0.00	\$0.00	\$0.00	\$0.00	\$67,878.45	\$0.00	\$0.00	\$0.00	\$124,247.73	101%
Rimbersement Total		\$143,000	\$56,369.28	\$0.00	\$0.00	\$0.00	\$10,490.80	\$67,878.45	\$0.00	\$0.00	\$0.00	\$134,738.53	94%
Grand Total		\$5,893,200.00	\$134,578.88	\$1,387,770.56	\$898,246.41	\$243,566.05	\$370,308.18	\$229,698.45	\$1,612,296.89	\$690,867.19	\$143,387.65	\$5,710,720.26	97%

2024 CCHOA EXPENSE BUDGET

Category	Subcategory	2024 Budget	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Totals	%
Commons Area Services	Landscape Maint Contract	\$1,510,659	\$125,888.25	\$125,888.25	\$125,888.25	\$125,888.25	\$125,888.25	\$125,888.25	\$125,888.25	\$125,888.25	\$125,888.25	\$1,132,994.25	75%
Commons Area Services	Contract Landscape SC	\$38,607	\$3,217.25	\$3,217.25	\$3,217.25	\$3,217.25	\$3,217.25	\$3,217.25	\$3,217.25	\$3,217.25	\$3,217.25	\$28,955.25	75%
Commons Area Services	Contract Landscape CCCC	\$38,607	\$3,217.25	\$3,217.25	\$3,217.25	\$3,217.25	\$3,217.25	\$3,217.25	\$3,217.25	\$3,217.25	\$3,217.25	\$28,955.25	75%
Commons Area Services	Contract Landscape AV	\$27,377	\$2,281.47	\$2,281.47	\$2,281.47	\$2,281.47	\$2,281.47	\$2,281.47	\$2,281.47	\$2,281.47	\$2,281.47	\$20,533.23	75%
Common Area Services	Contract Landscape GR	\$27,377	\$2,281.41	\$2,281.41	\$2,281.41	\$2,281.41	\$2,281.41	\$2,281.41	\$2,281.41	\$2,281.41	\$2,281.41	\$20,532.69	75%
Common Area Services	Common Area Holiday Lighti	\$53,117	\$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	\$160,000	\$2,130.06	\$16,122.52	\$14,551.90	\$22,006.35	\$15,700.00	\$23,957.39	\$31,016.16	\$12,696.14	\$33,877.54	\$172,058.06	108%
Commons Area Services	Landscape Water Utilities	\$275,000	\$4,739.09	\$3,480.07	\$4,014.84	\$6,691.06	\$18,273.77	\$43,385.06	\$53,797.55	\$74,159.26	\$53,687.91	\$262,228.61	95%
Commons Area Services	COA Water Utility Complianc	\$8,000	\$2,490.00	\$390.00	\$0.00	\$2,875.00	\$0.00	\$0.00	\$0.00	\$0.00	\$900.00	\$6,655.00	83%
Common Area Services	Landscape Electric Utilities	\$36,000	\$3,453.50	\$3,514.39	\$3,426.07	\$3,043.99	\$3,090.06	\$3,215.31	\$3,068.31	\$2,911.89	\$2,817.42	\$28,540.94	79%
Common Area Services	Tree Care	\$75,000	\$5,252.51	\$0.00	\$0.00	\$7,361.00	\$2,944.40	\$10,525.00	\$30,634.59	\$32,982.38	\$26,500.00	\$116,199.88	155%
Commons Area Services	Fence Repairs & Maint	\$8,000	\$319.34	\$0.00	\$0.00	\$0.00	\$0.00	\$385.49	\$0.00	\$0.00	\$694.22	\$1,399.05	17%
Commons Area Services	Electrical Repairs & Maint	\$12,000	\$3,527.96	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$757.94	\$796.81	\$0.00	\$5,082.71	42%
Common Area Services	Neighborhood Maint & Repa	\$27,000	\$138.07	\$363.90	\$7,153.75	\$0.00	\$2,346.64	\$0.00	\$481.70	\$6,170.25	\$5,991.63	\$22,645.94	84%
Common Area Services	Non Contract Landscape - S	\$20,000	\$0.00	\$0.00	\$0.00	\$16,800.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$19,800.00	99%
Common Area Services	Permits	\$10,000	\$0.00	\$665.28	\$0.00	\$0.00	\$0.00	\$841.43	\$0.00	\$490.91	\$420.45	\$2,418.07	12%
Commons Area Services Total		\$2,326,744	\$158,936.16	\$161,421.79	\$166,032.19	\$195,663.03	\$179,240.50	\$222,195.31	\$256,641.88	\$267,093.27	\$261,774.80	\$1,868,998.93	80%

Aquatics Facilities	Supplies - Chemicals	\$93,000	\$1,979.08	\$4,409.74	\$5,806.77	\$5,809.91	\$8,237.69	\$6,881.75	\$12,238.66	\$9,206.67	\$6,718.80	\$61,289.07	66%
Aquatics Facilities	Supplies & Fees - Swim Team	\$19,000	\$17,747.54	\$3,484.42	\$130.36	\$1,827.02	\$2,420.87	-\$216.75	\$385.89	\$645.57	\$455.13	\$26,880.05	141%
Aquatics Facilities	Maintenance - Pool	\$128,200	\$3,189.91	\$12,233.94	\$19,937.10	\$11,953.40	\$3,176.92	\$13,975.79	\$3,361.16	\$4,439.66	\$2,202.73	\$74,470.61	58%
Aquatics Facilities	Maintenance - Building	\$83,100	\$7,551.84	\$13,955.71	\$5,294.59	\$5,523.26	\$3,993.31	\$3,343.87	\$3,213.29	\$4,177.99	\$4,979.60	\$52,033.46	63%
Aquatics Facilities	Payroll - Staff	\$1,173,000	\$26,842.77	\$52,917.63	\$64,458.13	\$67,636.90	\$86,058.72	\$155,500.62	\$192,946.07	\$249,577.06	\$78,344.04	\$974,281.94	83%
Aquatics Facilities	Payroll - Programming Staff	\$49,500	\$0.00	\$0.00	\$426.69	\$1,479.85	\$3,412.78	\$5,026.11	\$7,216.16	\$9,909.90	\$2,651.86	\$30,123.35	61%
Aquatics Facilities	Payroll - Swim Team	\$150,000	\$6,145.69	\$11,558.57	\$7,329.72	\$7,535.74	\$6,577.91	\$9,285.50	\$8,517.94	\$12,971.62	\$10,837.58	\$80,760.27	54%
Aquatics Facilities	SC-Utilities - Water	\$30,000	\$1,800.51	\$1,464.47	\$5,020.41	\$2,208.53	\$2,033.00	\$2,114.58	\$2,805.65	\$2,657.82	\$2,967.09	\$23,072.06	77%
Aquatics Facilities	Avana _Utilities-Water	\$9,000	\$376.84	\$0.00	\$811.76	\$339.22	\$679.89	\$273.72	\$408.30	\$408.30	\$452.64	\$3,750.67	42%
Aquatics Facilities	GR- Utilities - Water	\$4,500	\$187.05	\$184.02	\$171.28	\$173.40	\$187.05	\$179.20	\$231.66	\$201.54	\$306.29	\$1,811.49	40%
Aquatics Facilities	SC-Utilities - Electric	\$30,000	\$339.41	\$664.02	\$1,396.96	\$2,212.87	\$2,177.08	\$1,854.87	\$2,687.87	\$1,718.32	\$2,658.74	\$15,710.14	52%
Aquatics Facilities	Avana - Utilities- Electric	\$14,000	\$959.57	\$976.52	\$889.69	\$156.76	\$671.87	\$874.23	\$990.09	\$960.37	\$960.57	\$7,439.67	53%
Aquatics Facilities	GR -Utilities-Electric	\$8,000	\$537.92	\$393.87	\$753.78	\$485.75	\$420.25	\$387.47	\$374.14	\$393.66	\$366.76	\$4,113.60	51%
Aquatics Facilities	Utilities - Natural Gas	\$48,000	\$3,852.75	\$0.00	\$27.38	\$1,409.27	\$1,316.38	\$420.18	\$342.65	\$134.64	\$351.17	\$7,854.42	16%
Aquatics Facilities	SC-Utilities - Telephone/Inte	\$15,000	\$580.55	\$580.55	\$580.55	\$580.55	\$580.55	\$580.55	\$580.55	\$1,189.46	\$2,725.50	\$7,978.81	53%
Aquatics Facilities	Avana - Telephone/Internet	\$5,000	\$206.79	\$336.06	\$336.06	\$335.67	\$103.57	\$572.67	\$1,309.78	\$341.83	\$221.03	\$3,763.46	75%
Aquatics Facilities	GR- Telephone/Internet	\$5,000	\$684.96	\$538.01	\$523.01	\$522.62	\$126.73	\$1,132.42	\$1,031.38	\$618.42	\$603.33	\$5,780.88	116%
Aquatic Facilities Total		\$1,959,300	\$74,932.63	\$108,107.27	\$133,594.92	\$111,058.95	\$128,891.94	\$210,651.48	\$242,413.51	\$301,770.56	\$121,663.88	\$1,433,085.14	73%
Circle C Community Center Utilities - Water		\$27,000	\$422.74	\$1,057.49	\$459.16	\$545.61	\$463.68	\$628.00	\$1,138.20	\$1,017.60	\$1,082.68	\$6,815.16	25%
Circle C Community Center Utilities - Electric		\$26,000	\$1,579.61	\$1,749.30	\$1,838.51	\$1,521.09	\$1,550.23	\$1,941.33	\$2,433.63	\$2,685.20	\$2,532.43	\$17,831.33	69%
Circle C Community Center Utilities - Telephone/Internet		\$9,000	\$685.00	\$685.05	\$700.99	\$700.99	\$700.99	\$700.99	\$700.99	\$702.56	\$702.57	\$6,280.13	70%
Circle C Community Ctr Events Payroll		\$8,500	\$107.13	\$897.28	\$382.94	\$622.22	\$486.55	\$509.42	\$591.20	\$990.70	\$480.28	\$5,067.72	60%
Circle C Community Center Maintenance - Building		\$57,500	\$2,546.32	\$2,327.09	\$4,549.92	\$4,264.40	\$1,685.61	\$3,997.46	\$3,926.91	\$2,243.03	\$4,058.32	\$29,599.06	51%
Circle C Community Ctr Total		\$128,000	\$5,340.80	\$6,716.21	\$7,931.52	\$7,654.31	\$4,887.06	\$7,777.20	\$8,790.93	\$7,639.09	\$8,856.28	\$65,593.40	51%
Maintenance Operations	Office Supplies	\$800	\$150.47	\$37.81	\$0.00	\$82.47	\$0.00	\$0.00	\$0.00	\$635.82	\$0.00	\$906.57	113%
Maintenance Operations	Employee Education	\$1,800	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
Maintenance Operations	Uniforms	\$1,800	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$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%
Maintenance Operations	Safety Equip/Supplies	\$1,200	\$32.46	\$0.00	\$0.00	\$181.86	\$357.19	\$0.00	\$0.00	\$0.00	\$0.00	\$571.51	48%
Maintenance Operations	Maintenance Payroll	\$225,000	\$16,133.83	\$24,554.67	\$16,369.78	\$16,369.78	\$16,369.78	\$16,369.78	\$16,369.78	\$24,554.67	\$16,369.78	\$163,461.85	73%
Maintenance Operations	Pool Tech	\$74,000	\$4,252.70	\$6,461.55	\$4,307.70	\$4,307.70	\$5,050.45	\$5,255.20	\$5,283.95	\$7,765.80	\$5,262.70	\$47,947.75	65%
Maintenance Operations	Payroll Taxes	\$29,000	\$1,367.27	\$1,984.11	\$1,317.60	\$1,312.61	\$1,123.63	\$1,331.37	\$1,335.18	\$1,986.78	\$1,297.37	\$13,055.92	45%
Maintenance Operations	Computer/Software	\$1,400	\$0.00	\$0.00	\$146.04	\$0.00	\$0.00	\$0.00	\$0.00	\$804.66	\$163.42	\$1,114.12	80%
Maintenance Operations	Tools/Supplies	\$5,000	\$840.01	\$705.58	\$969.85	\$39.54	\$181.25	\$23.69	\$95.20	\$297.79	\$623.98	\$3,776.89	76%
Maintenance Operations	Office Furniture	\$600	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24.89	\$0.00	\$372.36	\$397.25	66%
Maintenance Operations Total		\$340,900	\$22,776.74	\$33,743.72	\$23,110.97	\$22,293.96	\$23,082.30	\$22,980.04	\$23,109.00	\$36,045.52	\$24,089.61	\$231,231.86	68%
HOA Operations	Office Supplies	\$9,000	\$3,410.95	\$1,564.92	\$343.37	\$339.38	\$1,751.78	\$500.41	\$495.45	\$715.51	-\$157.99	\$8,963.78	100%
HOA Operations	Equip & Maintenance	\$18,000	\$136.84	\$527.33	\$3,159.50	\$705.15	\$1,232.88	\$136.84	\$292.09	\$1,500.72	\$3,781.81	\$11,473.16	64%
HOA Operations	HOA Owned Vehicle Expense	\$8,000	\$664.14	\$169.59	\$138.42	\$192.75	\$236.58	\$123.64	\$105.43	\$133.34	\$103.37	\$1,867.26	23%
HOA Operations	Postage	\$24,000	\$836.55	\$3,293.61	\$344.73	\$774.19	\$4,267.49	\$339.19	\$2,133.68	\$818.31	\$5,095.64	\$17,903.39	75%
HOA Operations	Web Operations	\$3,000	\$38.40	\$1,108.39	\$158.40	\$66.51	\$818.58	\$128.58	\$38.40	\$191.98	\$226.98	\$2,776.22	93%
HOA Operations	Printing	\$7,000	\$1,046.17	\$0.00	\$0.00	\$1,573.13	\$0.00	\$77.07	\$0.00	\$0.00	\$2,977.82	\$5,674.19	81%
HOA Operations	HOA Meetings	\$7,000	\$3,919.95	\$256.29	\$225.06	\$338.91	\$0.00	\$3,138.17	\$391.63	\$0.00	\$2,120.00	\$10,390.01	148%
HOA Operations	Deed Restrictions	\$5,000	\$719.45	\$0.00	\$0.00	\$719.45	\$0.00	\$0.00	\$1,527.81	\$2,873.64	\$1,527.81	\$7,368.16	147%
HOA Operations	HOA Special Events	\$45,000	\$1,900.00	\$3,000.00	\$1,324.29	\$3,945.20	\$5,129.71	\$814.20	\$1,033.78	\$248.22	\$3,238.15	\$20,633.55	46%
HOA Operations	Professional Fees	\$2,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
HOA Operations Total		\$128,000	\$12,672.45	\$9,920.13	\$5,693.77	\$8,654.67	\$13,437.02	\$5,258.10	\$6,018.27	\$6,481.72	\$18,913.59	\$87,049.72	68%
Financial Management	Management Services	\$115,000	\$9,276.30	\$9,976.30	\$9,976.30	\$9,276.30	\$9,276.30	\$9,276.30	\$9,276.30	\$9,276.30	\$9,276.30	\$84,886.70	74%
Financial Management	Resale Certificate	\$13,350	\$500.00	\$900.00	\$1,100.00	\$1,600.00	\$1,300.00	\$1,500.00	\$850.00	\$1,000.00	\$900.00	\$9,650.00	72%
Financial Management	Lien Filing Administrative Fees	\$4,500	\$0.00	\$0.00	\$156.00	\$26.00	\$0.00	\$0.00	\$78.00	\$0.00	\$125.00	\$385.00	9%
Financial Management	Bank Fees	\$70,000	\$2,740.48	-\$4,653.45	\$13,620.83	\$8,173.62	\$4,379.08	\$6,227.83	-\$3,104.72	\$17,988.98	\$9,802.88	\$55,175.53	79%
Financial Management	CPA/Audit	\$10,000	\$0.00	\$121.00	\$60.50	\$152.00	\$326.50	\$1,633.05	\$0.00	\$10,233.10	-\$4,126.55	\$8,399.60	84%
Financial Management Total		\$212,850	\$12,516.78	\$6,343.85	\$24,913.63	\$19,227.92	\$15,281.88	\$18,637.18	\$7,099.58	\$38,498.38	\$15,977.63	\$158,496.83	74%
HOA Management	Management Payroll	\$225,000	\$15,712.59	\$23,877.81	\$15,918.54	\$15,918.54	\$15,918.54	\$15,918.54	\$15,918.54	\$23,877.81	\$15,918.54	\$158,979.45	71%
HOA Management	Management Payroll Taxes	\$22,500	\$1,340.65	\$2,001.92	\$1,312.11	\$1,326.32	\$1,126.05	\$1,336.10	\$1,346.59	\$2,012.17	\$1,299.68	\$13,101.59	58%
HOA Management	Mileage Reimbursement	\$6,000	\$341.70	\$551.41	\$360.46	\$365.15	\$480.39	\$423.44	\$658.61	\$376.54	\$327.63	\$3,885.33	65%
HOA Management	Insurance Stipend	\$60,000	\$0.00	\$3,899.99	\$3,939.99	\$3,939.99	\$3,939.99	\$3,939.99	\$4,790.13	\$2,502.50	\$3,939.99	\$30,892.57	51%
HOA Management	Cont Ed & Skills Enhancement	\$2,000	\$340.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$340.00	17%
HOA Management Total		\$315,500	\$17,734.94	\$30,331.13	\$21,531.10	\$21,550.00	\$21,464.97	\$21,618.07	\$22,713.87	\$28,769.02	\$21,485.84	\$207,198.94	66%
Architectural Review Expenses	Architectural Review Expenses	\$8,000	\$561.00	\$845.00	\$1,181.50	\$964.75	\$854.25	\$1,296.25	\$1,109.25	\$1,292.00	\$884.00	\$8,988.00	112%

Circle C Aquatics

September-24

Fall Operations

Facility Usage	Swim Center		Community Center		Avaña		Greyrock		Total	
	Sep-24	YTD	Sep-24	YTD	Sep-24	YTD	Sep-24	YTD	Sep-24	YTD
Resident Entries	4,335	41,740	297	15,107	1,017	11,430	122	2,691	5,771	70,968
Unique Residents	1,310	5,085	277	4,610	725	3,460	103	863	2,100	7,826
Unique Households	616	1,869	95	1,539	284	1,174	41	312	890	2,660
Guest Entries	641	3,395	34	2,077	97	1,126	28	211	800	6,809
Other Entries	1,933	13,407	0	0	0	0	0	0	1,933	13,407
Average Hourly Count	25		40		12		3			
Average % of Capacity	10%		22%		8%		2%			
Max Hourly Count	143		65		53		16			
Total Entries	6,909	58,542	331	17,184	1,114	12,556	150	2,902	8,504	91,184

Incidents	Swim Center		Community Center		Avaña		Greyrock		Total	
	Sep-24	YTD	Sep-24	YTD	Sep-24	YTD	Sep-24	YTD	Sep-24	YTD
Water Rescues	0	4	0	2	1	1	0	0	1	7
First Aid Responses	3	34	0	14	1	10	1	1	5	59
Sudden Illness Treatments	3	28	1	5	0	4	0	1	4	38
Patron/Facility Incidents	2	10	0	2	3	4	0	1	5	17
Biohazard Cleanups	1	20	0	5	0	9	0	1	1	35
Suspensions/Expulsions	0	0	0	0	0	0	0	0	0	0
EMS/911 Callouts	1	2	0	0	0	0	0	0	1	2
Total Incidents	7	73	1	23	5	19	1	2	14	117
Incident per Entry Ratio	0.10%	0.12%	0.30%	0.13%	0.45%	0.15%	0.67%	0.07%	0.16%	0.13%

Revenue	Sep-24	YTD
Aquatics Programs	\$ 3,354.00	\$ 78,061.00
Swim Team	\$ 21,027.50	\$ 121,812.88
Guest Fees	\$ 615.00	\$ 10,636.00
Area Reservations	\$ 100.00	\$ 4,500.00
Facility Rentals	\$ -	\$ 4,312.50
Lane Rentals	\$ 6,313.78	\$ 39,466.18
Other Facility Income	\$ 608.00	\$ 6,191.50
Total Aquatics Revenue	\$ 32,018.28	\$ 264,980.06

Programs	Sep-24
Select Swim Team	118
Masters Swimming	24
Group Swim Lessons	0
Private Swim Lessons	135
Water Aerobics	26
Certification Courses	0
WSI Course	0
Total Participants	303

Reservations & Rentals	Sep-24	YTD
Area Reservations	0	46
Facility Rentals	0	7
Lap Lane Reservations	0	1009
Total Reservations	0	1,062

Aquatics Staffing	Sep-24
Lifeguards/Head Guards	72
Front Desk Staff	10
Instructors/Coaches	7
Total Staff	89

Resident Stats	Individuals	Households	Members / Household
Homeowners	12,477	4,275	2.92
Renters	876	252	3.48
New Memberships	68	26	
Totals	13,353	4,527	2.95

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

SWIM CENTER COMPOUND/Maintenance Offices

- Routine Cleaning and Maintenance has been completed
- Minor Equipment and Facility Repairs Made
- 3 New Pool Covers Received and Installed
- Pool Filter Sand Port Fitting Manufacturer Defect Repaired
- Pool/Facility Off-Season Winterization Completed
- Repaired two of the tall pole lights at the Swim Center Pool-2 bulbs and 1 ballast

COMMUNITY CENTER

- Routine inspections and maintenance have been completed
- Minor Repairs Completed

COMMUNITY CENTER POOL

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

NEIGHBORHOOD

- Minor repairs have been completed as needed
- Major Graffiti Removal
- Our Electricians have been working along Escarpment to repair some major wiring infrastructure issues. We should have everything repaired in time for Christmas Lighting.

AVANA AMENITIES CENTER

- Routine Cleaning and Maintenance have been completed
- Minor repairs have been made
- Pool Winterization is completed

GREY ROCK AMENITIES CENTER

- Routine Cleaning and Maintenance have been completed
- Minor repairs have been made
- Pool Winterization is completed

Operational Budget 2025

2025 CCHOA INCOME BUDGET

		2024 - 15% increase			2025 0			2025 3%			2025 5%				
		2023 - \$814			\$934			\$934			\$962			\$980	
Category	Subcategory														
Homeowner Income	Homeowner Dues	\$4,470,000			\$5,100,000			\$5,250,000			\$5,290,000			\$5,400,000	4100
Homeowner Income	Resale Certificates	\$30,075			\$45,000			\$50,625			\$50,625			\$50,625	4400
Homeowner Income	Transfer Fees Income	\$55,125			\$35,000			\$41,125			\$41,125			\$41,125	4200
Homeowner Income	Late Fees Collected	\$25,000			\$30,000			\$35,000			\$35,000			\$35,000	4600
Homeowner Income	Lien Admin Fees Income	\$420			\$900			\$900			\$900			\$900	4650
Homeowner Income	Filing Fee Income	\$1,680			\$1,400			\$800			\$800			\$800	4700
Homeowner Income	NSF Charges	\$50			\$50			\$50			\$50			\$50	4550
Homeowner Income Total		\$4,582,350			\$5,212,350			\$5,378,500			\$5,418,500			\$5,528,500	
Architectural Review In Architectural Review Income		\$10,000			\$10,000			\$10,000			\$10,000			\$10,000	4300
Architectural Review Income Total		\$10,000			\$10,000			\$10,000			\$10,000			\$10,000	
Rental Income	Office Rent	\$9,000			\$10,000			\$10,000			\$10,000			\$10,000	4752
Rental Income	Grill Rent	\$6,600			\$6,300			\$6,300			\$6,300			\$6,300	4975
Rental Income Total		\$15,600			\$16,300			\$16,300			\$16,300			\$16,300	
Group Swim Lessons			\$25,000		\$25,000			\$20,000	##		\$20,000			\$20,000	4841
Private Swim Lessons			\$25,000		\$25,000			\$35,000	##		\$35,000			\$35,000	4842
Classes/Clinics			\$10,000		\$10,000			\$10,000	##		\$10,000			\$10,000	4804
Contracted Programs			\$0		\$0			\$0	##		\$0			\$0	4850
Aquatics Income	Pool Programs	\$60,000			\$60,000			\$65,000			\$65,000			\$65,000	
Registration Fee's			\$6,000		\$6,000			\$6,000	##		\$6,000			\$6,000	4801
Away Meet Entry Fees			\$2,500		\$2,500			\$2,500	##		\$2,500			\$2,500	4807
Memberships Due/Reg Fees			\$120,000		\$120,000			\$120,000	##		\$120,000			\$120,000	4805
Home Meet			\$8,000		\$8,000			\$8,000	##		\$8,000			\$8,000	4806
Aquatics Income	Pool Programs - Swim Team	\$136,500			\$136,500			\$136,500			\$136,500			\$136,500	
Merchandise Sales			\$2,500		\$2,500			\$2,500	##		\$2,500			\$2,500	4900
Uniform Sales			\$3,000		\$3,000			\$3,000	##		\$3,000			\$3,000	4901
Guest Fees			\$10,000		\$10,000			\$10,000	##		\$10,000			\$10,000	4950
ID Replacement Cards			\$500		\$500			\$500	##		\$500			\$500	4905
Area Reservations)			\$2,000		\$2,500			\$2,500	##		\$2,500			\$2,500	4951
Facility Rentals			\$2,000		\$3,000			\$3,000	##		\$3,000			\$3,000	4952
Lane Rentals			\$15,000		\$16,500			\$20,000	##		\$20,000			\$20,000	4953
Aquatics Income	Facility Income	\$35,000			\$38,000			\$41,500			\$41,500			\$41,500	
Aquatics Income Total		\$231,500			\$234,500			\$243,000			\$243,000			\$243,000	
CCCC Income	CCCC Facility rentals	\$50,000			\$70,000			\$70,000			\$70,000			\$70,000	4985
CCCC Income Total		\$50,000			\$70,000			\$70,000			\$70,000			\$70,000	
Landscape Reimburse	Stratus Reimb	\$109,000			\$114,450			\$114,450			\$114,450			\$114,450	4775

Landscape Reimburse COA Reimb	\$17,600			\$17,600		\$17,600		\$17,600		\$17,600		4785
Landscape Reimbursements Total	\$126,600			\$132,050		\$132,050		\$132,050		\$132,050		
Miscellaneous Interest Income	\$15,000			\$75,000		\$75,000		\$75,000		\$75,000		4500
Miscellaneous Total	\$15,000			\$75,000		\$75,000		\$75,000		\$75,000		
The Rowell HOA The Rowell HOA	\$110,000			\$123,000		\$135,000		\$135,000		\$135,000		4997
Cove @ Circle C	\$15,000			\$20,000		\$22,000		\$22,000		\$22,000		
Access Agreement Totals	\$0			\$143,000		\$157,000		\$157,000		\$157,000		4995
Grand Total	\$5,156,050			\$5,893,200		\$6,081,850		\$6,121,850		\$6,231,850		

2025 CCHOA EXPENSE BUDGET

Category	Subcategory											
Commons Area Service: Common Area Landscaping		\$1,510,634		\$1,510,659		\$1,524,159	##	\$1,524,159		\$1,524,159		5550
Commons Area Service: Swim Center Landscaping		\$38,606		\$38,607		\$38,607	##	\$38,607		\$38,607		5873
Commons Area Service: Community Center Landscaping		\$38,606		\$38,607		\$38,607	##	\$38,607		\$38,607		7025
Commons Area Service: Avana Swim Center Landscaping		\$27,376		\$27,377		\$27,377	##	\$27,377		\$27,377		6320
Commons Area Service: GreyRock Landscaping		\$27,376		\$27,377		\$27,377	##	\$27,377		\$27,377		6420
Commons Area Service: Common Area Holiday Lighting		\$53,116		\$53,117		\$53,117	##	\$53,117		\$53,117		5727
Commons Area Service: Landscape Maint Contract		\$1,695,714		\$1,695,744		\$1,709,244		\$1,709,244		\$1,709,244		5550
Commons Area Service: Landscape Repairs		\$140,000		\$160,000		\$200,000		\$200,000		\$200,000		5650
Commons Area Service: Landscape Water Utilities		\$255,000		\$275,000		\$300,000		\$300,000		\$300,000		5970
Common Area Services COA Water Utility Compliance		\$8,000		\$8,000		\$12,000		\$12,000		\$12,000		5975
Commons Area Service: Landscape Electric Utilities		\$36,000		\$36,000		\$36,000		\$36,000		\$36,000		5950
Common Area Services Tree Care		\$75,000		\$75,000		\$100,000		\$100,000		\$100,000		5625
Commons Area Service: Fence Repairs & Maint		\$8,000		\$8,000		\$8,000		\$8,000		\$8,000		5690
Commons Area Service: Electrical Repairs & Maint		\$12,000		\$12,000		\$12,000		\$12,000		\$12,000		5695
Common Area Services Neighborhood Maint & Repair		\$24,000		\$27,000		\$27,000		\$27,000		\$27,000		5825
Common Area Services Non Contract Maintenance		\$20,000		\$20,000		\$30,000		\$30,000		\$30,000		5875
Common Area Services Permits				\$10,000		\$10,000		\$10,000		\$10,000		5889
Commons Area Services Total		\$2,273,714		\$2,326,744		\$2,444,244		\$2,444,244		\$2,444,244		
	Office Supplies	\$32,000		\$32,000		\$36,000	##	\$36,000		\$36,000		6010
	Employee Education & Skills Enhancement	\$8,500		\$9,500		\$9,500	##	\$9,500		\$9,500		5877
	Staff Uniforms	\$9,500		\$10,000		\$12,500	##	\$12,500		\$12,500		6014
	Staff Recruitment & Hiring	\$1,500		\$1,500		\$1,500	##	\$1,500		\$1,500		5883
	Retail Merchandise	\$3,500		\$3,500		\$4,000	##	\$4,000		\$4,000		6015
	ARC Program Fees	\$10,000		\$11,000		\$12,000	##	\$12,000		\$12,000		6009
Aquatics Facilities Administrative		\$65,000		\$67,500		\$75,500		\$75,500		\$75,500		
	Safety Equip & Supplies	\$15,000		\$15,000		\$15,000	##	\$15,000		\$15,000		5895
	Program Equip & Supplies	\$5,000		\$5,000		\$5,000	##	\$5,000		\$5,000		6008
	Pool Supplies	\$7,500		\$7,500		\$8,000	##	\$8,000		\$8,000		6007
Aquatics Facilities Supplies - Pool		\$27,500		\$27,500		\$28,000		\$28,000		\$28,000		
	SC	\$50,000		\$48,000		\$48,000	##	\$48,000		\$48,000		5876
	CC	\$20,000		\$20,000		\$20,000	##	\$20,000		\$20,000		7050

	Avana		\$17,000			\$17,000			\$17,000	##			\$17,000		\$17,000	6310
	Greyrock		\$8,000			\$8,000			\$8,000	##			\$8,000		\$8,000	6410
Aquatics Facilities	Supplies - Chemicals	\$95,000			\$93,000			\$93,000					\$93,000		\$93,000	
	USA Swimming Registration		\$2,000			\$2,000			\$2,000	##			\$2,000		\$2,000	6250
	Coach Training		\$2,000			\$2,000			\$2,000	##			\$2,000		\$2,000	6245
	Swim Team Supplies		\$4,000			\$4,000			\$4,000	##			\$4,000		\$4,000	6220
	Meet Expenses															6280
	Staff Meet Expenses		\$7,000			\$7,000			\$7,000	##			\$7,000		\$7,000	6282
	Home Swim Meet		\$4,000			\$4,000			\$4,000	##			\$4,000		\$4,000	6283
Aquatics Facilities	Supplies & Fees - Swim Team	\$19,000			\$19,000			\$19,000					\$19,000		\$19,000	
	SC - Equipment		\$49,000			\$49,000			\$52,000	##			\$52,000		\$52,000	6012
	CC - Equipment		\$23,000			\$23,000			\$26,000	##			\$26,000		\$26,000	7040
	Avana - Equipment		\$13,000			\$18,000			\$18,000	##			\$18,000		\$18,000	6345
	GR - Equipment		\$11,500			\$11,000			\$11,000	##			\$11,000		\$11,000	6445
	SC - Pool & Deck Coatings		\$5,000			\$5,000			\$5,000	##			\$5,000		\$5,000	5885
	CC - Pool & Deck Coatings		\$5,200			\$4,500			\$5,000	##			\$5,000		\$5,000	7055
	Avana - Pool & Decking Coatings		\$1,500			\$1,500			\$1,500	##			\$1,500		\$1,500	6370
	GR - Pool. & Decking Coatings		\$500			\$500			\$1,200	##			\$1,200		\$1,200	6470
	SC - Vacuum		\$6,000			\$3,000			\$3,000	##			\$3,000		\$3,000	5894
	CC - Vacuum		\$1,000			\$1,000			\$1,000	##			\$1,000		\$1,000	7060
	Avana - Vacuum		\$650			\$650			\$650	##			\$650		\$650	6395
	GR - Vacuum		\$650			\$650			\$650	##			\$650		\$650	6495
	SC - Permits & Inspections		\$1,400			\$1,400			\$1,900	##			\$1,900		\$1,900	5897
	CC - Permits & Inspections		\$6,000			\$8,000			\$8,000	##			\$8,000		\$8,000	7062
	Avana- Permits & Inspections		\$500			\$500			\$800	##			\$800		\$800	6365
	GR- Permits & Inspections		\$500			\$500			\$500	##			\$500		\$500	6465
Aquatics Facilities	Maintenance - Pool	\$125,400			\$128,200			\$136,200					\$136,200		\$136,200	
	SC - Janitorial		\$16,000			\$12,000			\$14,000	##			\$14,000		\$14,000	5880
	CC - Janitorial		\$1,200			\$900			\$1,000	##			\$1,000		\$1,000	7070
	Avana - Janitorial		\$600			\$400			\$500	##			\$500		\$500	6355
	GR - Janitorial		\$600			\$400			\$500	##			\$500		\$500	6455
	SC - Fence		\$5,000			\$5,000			\$5,000	##			\$5,000		\$5,000	5882
	CC - Fence		\$2,000			\$2,000			\$2,000	##			\$2,000		\$2,000	7080
	Avana - Fence		\$500			\$700			\$700	##			\$700		\$700	6350
	GR - Fence		\$500			\$700			\$700	##			\$700		\$700	6450
	SC - Equip & Maint		\$10,000			\$12,000			\$14,000	##			\$14,000		\$14,000	5890
	CC - Equip & Maint		\$3,900			\$4,500			\$4,500	##			\$4,500		\$4,500	7090
	Avana - Equip & Maint		\$1,200			\$1,200			\$1,200	##			\$1,200		\$1,200	6340
	GR-Equip & Maint		\$700			\$700			\$700	##			\$700		\$700	6440
	SC - Supplies		\$3,000			\$3,500			\$3,500	##			\$3,500		\$3,500	5790
	CC - Supplies		\$1,200			\$800			\$800	##			\$800		\$800	7045
	Avana - Supplies		\$500			\$500			\$500	##			\$500		\$500	6375
	GR - Supplies		\$400			\$400			\$400	##			\$400		\$400	6475
	Playground		\$6,000			\$5,000			\$6,000	##			\$6,000		\$6,000	7150
	Café Building		\$3,500			\$3,000			\$3,000	##			\$3,000		\$3,000	5896
	Post Office Building		\$2,200			\$2,200			\$1,800	##			\$1,800		\$1,800	7155
	Swim Center Parking Lot & Dumpster		\$26,000			\$26,000			\$30,000	##			\$30,000		\$30,000	5874
	Avana Parking Lot & Dumpster		\$600			\$600			\$600	##			\$600		\$600	6360
	Greyrock - Parking Lot & Dumpster		\$600			\$600			\$600	##			\$600		\$600	6460

Maintenance Operation: Maintenance Payroll		\$225,000			\$225,000		\$235,000			\$235,000		\$235,000		5035
Maintenance Operation: Pool Tech		\$95,000			\$74,000		\$76,000			\$76,000		\$76,000		6025
Maintenance Operation: Maintenance Payroll Taxes		\$20,000			\$29,000		\$32,000			\$32,000		\$32,000		5864
Maintenance Operations Computers/Software		\$1,400			\$1,400		\$1,400			\$1,400		\$1,400		7260
Maintenance Operation: Tools/Supplies		\$5,000			\$5,000		\$6,000			\$6,000		\$6,000		7270
Maintenance Operation: Office Furniture		\$600			\$600		\$600			\$600		\$600		7280
Maintenance Operations Total		\$352,900			\$340,900		\$356,300			\$356,300		\$356,300		
HOA Operations Office Supplies		\$9,000			\$9,000		\$11,000			\$11,000		\$11,000		5800
Computers, Software & Service			9000		\$9,000		\$9,000	##		\$9,000		\$9,000		5775
Cameras			6000		\$6,000		\$6,000	##		\$6,000		\$6,000		5776
Furniture			3000		\$3,000		\$3,000	##		\$3,000		\$3,000		5777
HOA Operations Equip/Maintenance		\$18,000			\$18,000		\$18,000			\$18,000		\$18,000		
Maintenance/Registration			3000		\$3,000		\$3,000	##		\$3,000		\$3,000		5765
Gas			5000		\$5,000		\$5,000	##		\$5,000		\$5,000		5770
HOA Operations HOA Owned vehicles		\$8,000			\$8,000		\$8,000			\$8,000		\$8,000		
HOA Operations Postage		\$20,000			\$24,000		\$28,000			\$28,000		\$28,000		5850
HOA Operations Web Operations		\$3,000			\$3,000		\$5,000			\$5,000		\$5,000		5750
HOA Operations Printing		\$5,000			\$7,000		\$7,000			\$7,000		\$7,000		5200
HOA Operations HOA Meetings		\$5,000			\$7,000		\$7,000			\$7,000		\$7,000		5400
HOA Operations Deed Restrictions		\$5,000			\$5,000		\$5,000			\$5,000		\$5,000		5075
HOA Operations HOA Special Events		\$45,000			\$45,000		\$45,000			\$45,000		\$45,000		5100
HOA Operations Professional Fees (Consulting)		\$2,000			\$2,000		\$2,000			\$2,000		\$2,000		5840
Reserve Study Update		\$5,500			\$0		\$0			\$0		\$0		5845
HOA Operations Total		\$125,500			\$128,000		\$136,000			\$136,000		\$136,000		
Financial Management Management Services		\$115,000			\$115,000		\$115,850			\$115,850		\$115,850		5700
Financial Management Resale Certificate		\$13,350			\$13,350		\$11,250			\$11,250		\$11,250		5710
Financial Management Lien Filing Administrative Fees		\$4,500			\$4,500		\$3,000			\$3,000		\$3,000		5350
Financial Management Bank Fees/Credit Card Fees		\$40,000			\$70,000		\$70,000			\$70,000		\$70,000		5050-5051
Financial Management CPA/Audit		\$10,000			\$10,000		\$10,000			\$10,000		\$10,000		5000
Financial Management Total		\$182,850			\$212,850		\$210,100			\$210,100		\$210,100		
HOA Management Management Payroll		\$225,000			\$225,000		\$235,000			\$235,000		\$235,000		5030
HOA Management Management Payroll Taxes		\$20,000			\$22,500		\$25,000			\$25,000		\$25,000		5040
HOA Management Mileage Reimbursement		\$6,000			\$6,000		\$6,000			\$6,000		\$6,000		6026
HOA Management Health Insurance		\$60,000			\$60,000		\$60,000			\$60,000		\$60,000		5506
HOA Management Cont Ed & Skills Enhancement		\$2,000			\$2,000		\$2,000			\$2,000		\$2,000		5760
HOA Management Total		\$313,000			\$315,500		\$328,000			\$328,000		\$328,000		
Architectural Review E: Architectural Review Expenses		\$8,000			\$8,000		\$8,000			\$8,000		\$8,000		5450
Architectural Review Expenses Total		\$8,000			\$8,000		\$8,000			\$8,000		\$8,000		
Legal Services Legal Services		\$20,000			\$20,000		\$20,000			\$20,000		\$20,000		5600
Legal Services Total		\$20,000			\$20,000		\$20,000			\$20,000		\$20,000		
Taxes Property		\$5,500			\$12,000		\$18,000			\$18,000		\$18,000		5920

Taxes Total	\$5,500			\$12,000			\$18,000			\$18,000			\$18,000		
Insurance	General, Property, Boiler & Auto, Umbrella	\$85,500		\$85,500			\$105,000			\$105,000			\$105,000		
Insurance	HOA Owned Vehicles	\$6,000		\$6,000			\$6,000			\$6,000			\$6,000		
Insurance	D & O Insurance	\$12,000		\$12,000			\$14,000			\$14,000			\$14,000		
Insurance	Worker's Comp	\$16,000		\$16,000			\$16,000			\$16,000			\$16,000		
Insurance Total		\$119,500		\$119,500			\$141,000			\$141,000			\$141,000		
Community Enhanceme	Donations	\$1,000		\$1,000			\$1,000			\$1,000			\$1,000		
Community Enhanceme	Association Memberships	\$2,000		\$2,000			\$2,000			\$2,000			\$2,000		
Community Enhancement Total		\$3,000		\$3,000			\$3,000			\$3,000			\$3,000		
Reserve Transfer		\$0		\$319,406			\$246,506			\$286,506			\$396,506		
Reserve Transfer Total		\$215,380		\$319,406			\$246,506			\$286,506			\$396,506		
Grand Total		\$5,497,144		\$5,893,200			\$6,081,850			\$6,121,850			\$6,231,850		
Difference		-\$341,094		\$0			\$0			\$0			\$0		

5500
5502
5501
5505

5300
5726

Exhibit A

<u>Expected Reserve Expenditures and Capital Improvement for 2025</u>	2025	
Billboard	\$5,000	
GR - Replaster/Repairs to Code	\$100,000	
AV - Funbrella Fabric Replacement	\$6,000	
GR - Funbrella Repair/Replacement	\$6,000	
Maintenance Office HVAC Replacement	\$12,000	
CC Pool Office HVAC Replacement	\$5,200	
GR Pool Office HVAC Replacement	\$5,800	
SC - Pool Covers (2-covers)	\$9,000	
SC - Lounge Chairs	\$8,000	
CC - Lounge Chairs	\$4,000	
AV - Lounge Chairs	\$4,000	
GR - Lounge Chairs	\$3,000	
CC - Pool Slide Refurbish/Gelcoat	\$40,000	
CC - Splash Pad Bollard Edge Repairs	\$30,000	
CC - Outside Trim	\$47,000	
CC - Soffit Sand/Stain	\$35,000	
CC- Roof sealant/Protectant	\$40,000	
SC - Parking Lot Repairs/Seal & Stripe	\$15,000	
CC - Parking Lot Repairs/Seal & Stripe	\$14,500	
CC - Kitchen Countertop Replacement	\$12,000	
CC - Carpet Replacement	\$40,000	
SC - Slide Platform Repair/Replace	\$30,000	
GreyRock crushed granite trail	\$35,000	
Swim Center landscaping	\$275,000	
Node Clock Replacement	\$90,000	8167

2025 Budget Proposal Standard Hours			Winter A	Spring Break	Spring A	Spring B	Pre-Summer	Summer	Fall	Winter B
Swim Center	Dates		Jan 3 - Mar 14	Mar 15 - Mar 23	Mar 24 - Apr 27	Apr 28 - May 30	May 31 - Jun 8	Jun 9 - Aug 17	Aug 18 - Sep 28	Sep 29 - 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 res) Sat: 7a-10a (lap) 10:30a-6p Sun: 1-6p	Mon-Fri: 6-9:30a (lap) Mon-Fri: 4-8p (lap res) 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 17 - May 30	May 31 - Jun 8	Jun 9 - Aug 17	Aug 18 - Sep 1	
	Schedule					Mon-Fri: Closed Sat-Sun: 12-6p	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 3 - May 30	May 31 - Jun 8	Jun 9 - Aug 17	Aug 18 - Sep 28	
	Schedule					Mon-Fri: Closed Sat-Sun: 12-6p	Mon-Fri: 9a-7p Sat-Sun: 12-6p	Mon-Wed: 9a-7p Thu: Closed Fri-Sun: 9a-7p	Mon/Wed/Fri: 5:30-8p Sat-Sun: 10a-6p	
Greyrock	Dates					May 10 - May 30	May 31 - Jun 8	Jun 9 - Aug 17	Aug 18 - Sep 28	
	Schedule					Mon-Fri: Closed Sat-Sun: 12-6p	Mon-Fri: Closed Sat-Sun: 12-6p	Mon-Tue: 11a-7p Wed: Closed Thu-Sun: 11a-7p	Tue/Thu: 5:30-8p Sat-Sun: 12-6p	
6021 - Lifeguards	Estimated Payroll	\$789,994.25	\$69,019.81	\$19,323.56	\$63,931.50	\$68,683.94	\$33,428.38	\$366,090.00	\$99,990.94	\$69,526.13
6022 - Front Desk	Estimated Payroll	\$122,406.00	\$10,095.56	\$2,880.75	\$10,604.44	\$13,455.00	\$4,480.69	\$53,324.06	\$17,181.00	\$10,384.50
Total	Estimated Payroll	\$912,400.25	\$79,115.38	\$22,204.31	\$74,535.94	\$82,138.94	\$37,909.06	\$419,414.06	\$117,171.94	\$79,910.63

LEASE

Basic Terms

Date: October 30, 2024

Landlord: Circle C Homeowners Association, Inc.

Landlord's Address: 7817 La Crosse Ave
Austin, Texas 78739

Tenant: Circle C Landscape, LLC

Tenant's Address: 5919 La Crosse Avenue, Suite 200
Austin, Texas 78739

Premises: CCHOA Office Building 5919 La Crosse, Avenue, Suite 200, approximately 140 square feet; time clock area in entry space and use of bathroom.

Term (months): 12, with a one (1) year renewal option

Commencement Date: January 1, 2025

Termination Date: December 31, 2025

Base Rent (quarterly): \$18.90 per square foot for the interior space of 140 square feet totaling \$661.50 per quarter.

Permitted Use: landscape office

Tenant's Insurance: Commercial General Liability of \$1,000,000 per occurrence, \$1,000,000 aggregate, \$500,000 property damage, and property/casualty coverage insurance on Tenant's equipment on or in the Premises at replacement cost.

Definitions

“Essential Services” means natural gas, potable water, electricity, residential type trash, and sewage utility services reasonably necessary for occupancy of the Premises for the Permitted Use. “Essential Services” does not include telephone service or disposal of grease or other waste peculiar to a restaurant facility.

“Injury” means (a) harm to or impairment or loss of property or its use, (b) harm to or death of a person, or (c) “personal and advertising injury” as defined in the form of liability insurance Tenant is required to maintain.

“Landlord” means Landlord and its agents, employees, invitees, licensees, or visitors.

“Rent” means Base Rent plus any other amounts of money payable by Tenant to Landlord.

“Tenant” means Tenant and its agents, contractors, employees, invitees, licensees, or visitors.

Clauses and Covenants

A. Tenant agrees to—

1. Lease the Premises for the entire Term beginning on the Commencement Date and ending on the Termination Date.
2. Accept the Premises in their present condition “AS IS,” the Premises being currently suitable for the Permitted Use.
3. Obey (a) all applicable laws relating to the use, condition, and occupancy of the Premises and Building and (b) any requirements imposed by utility companies serving or insurance companies covering the Premises.
4. Pay quarterly, Jan 15, Apr 15, Jul 15 and Oct 15 the Base Rent to Landlord at Landlord’s Address.
5. Pay a late charge of 5 percent of any Rent not received by Landlord by the tenth day after it is due.
6. Allow Landlord to enter the Premises to perform Landlord’s obligations, inspect the Premises, and show the Premises to prospective tenants.
7. Repair, replace, and maintain any part of the Premises that Landlord is not obligated to repair, replace, or maintain, normal wear excepted, such Tenant maintenance to include interior cleaning, pest control, and air-conditioning filter and light bulb replacement.

8. Report to Landlord within 24 hours all major repair/maintenance problems, and submit in writing to Landlord any request for repairs, replacement, and maintenance that are the obligations of Landlord.
9. Keep the area around the Premises and the Storage Space free of trash and debris at all times.
10. No storage of flammable or hazardous materials will be allowed in the Office Space. Cylinders of non-hazardous gases must be secured to prevent accidental rupture.
11. Vacate the Premises on the last day of the Term.
12. INDEMNIFY, DEFEND, AND HOLD LANDLORD AND LIENHOLDER HARMLESS FROM ANY INJURY (AND ANY RESULTING OR RELATED CLAIM, ACTION, LOSS, LIABILITY, OR REASONABLE EXPENSE, INCLUDING ATTORNEY'S FEES AND OTHER FEES AND COURT AND OTHER COSTS) OCCURRING IN ANY PORTION OF THE PREMISES. **THE INDEMNITY CONTAINED IN THIS PARAGRAPH (a) IS INDEPENDENT OF TENANT'S INSURANCE, (b) WILL NOT BE LIMITED BY COMPARATIVE NEGLIGENCE STATUTES OR DAMAGES PAID UNDER THE WORKERS' COMPENSATION ACT OR SIMILAR EMPLOYEE BENEFIT ACTS, (c) WILL SURVIVE THE END OF THE TERM, AND (d) WILL APPLY EVEN IF AN INJURY IS CAUSED IN WHOLE OR IN PART BY THE ORDINARY NEGLIGENCE OR STRICT LIABILITY OF LANDLORD BUT WILL NOT APPLY TO THE EXTENT AN INJURY IS CAUSED BY THE GROSS NEGLIGENCE OR WILLFUL MISCONDUCT OF LANDLORD.**

B. Tenant agrees not to—

1. Use the Premises for any purpose other than the Permitted Use.
2. Create a nuisance.
3. Permit any waste.
4. Use the Premises in any way that would increase insurance premiums or void insurance on the Premises.
5. Change Landlord's lock system.
6. Alter the Premises without Landlord's written permission.
7. Allow a lien to be placed on the Premises.
8. Assign this lease or sublease any portion of the Premises without Landlord's written consent.

C. Landlord agrees to—

1. Lease to Tenant the Premises for the entire Term beginning on the Commencement Date and ending on the Termination Date.
2. Provide the Essential Services.
3. Repair, replace, and maintain the (a) roof, (b) foundation, (c) structural soundness of the exterior walls, excluding windows and doors, and (d) replace the air-conditioning/heating system when needed.

D. Landlord agrees not to—

1. Interfere with Tenant's possession of the Premises as long as Tenant is not in default.
2. Unreasonably withhold consent to a proposed assignment or sublease.

E. Landlord and Tenant agree to the following:

1. *Alterations.* Any physical additions or improvements to the Premises made by Tenant will become the property of Landlord. Landlord may require that Tenant, at the end of the Term and at Tenant's expense, remove any physical additions and improvements, repair any alterations, and restore the Premises to the condition existing at the Commencement Date, normal wear excepted.

2. *Abatement.* Tenant's covenant to pay Rent and Landlord's covenants are independent. Except as otherwise provided, Tenant will not be entitled to abate Rent for any reason.

3. *Default by Landlord/Events.* Defaults by Landlord are failing to comply with any provision of this lease within thirty days after written notice and failing to provide Essential Services to Tenant within ten days after written notice.

4. *Default by Landlord/Tenant's Remedies.* Tenant's remedies for Landlord's default are to sue for damages and, if Landlord does not provide an Essential Service for thirty days after default, terminate this lease.

5. *Default by Tenant/Events.* Defaults by Tenant are (a) failing to pay timely Rent, (b) abandoning or vacating a substantial portion of the Premises, and (c) failing to comply within ten days after written notice with any provision of this lease other than the defaults set forth in (a) and (b) above.

6. *Default by Tenant/Landlord's Remedies.* Landlord's remedies for Tenant's default are to (a) enter and take possession of the Premises, after which Landlord may relet the Premises on behalf of Tenant and receive the rent directly by reason of the reletting, and Tenant agrees to

reimburse Landlord for any expenditures made in order to relet; (b) enter the Premises and perform Tenant's obligations; and (c) terminate this lease by written notice and sue for damages. Landlord may enter and take possession of the Premises by self-help, by picking or changing locks if necessary, and may lock out Tenant or any other person who may be occupying the Premises, until the default is cured, without being liable for damages.

7. *Default/Waiver/Mitigation.* It is not a waiver of default if the nondefaulting party fails to declare immediately a default or delays in taking any action. Pursuit of any remedies set forth in this lease does not preclude pursuit of other remedies in this lease or provided by applicable law. Landlord and Tenant have a duty to mitigate damages.

8. *Alternative Dispute Resolution.* Landlord and Tenant agree to mediate in good faith before filing a suit for damages.

9. *Attorney's Fees.* If either party retains an attorney to enforce this lease, the party prevailing in litigation is entitled to recover reasonable attorney's fees and court costs.

10. *Entire Agreement.* This lease is the entire agreement of the parties, and there are no oral representations, warranties, agreements, or promises pertaining to this lease or to any expressly mentioned exhibits and riders not incorporated in writing in this lease.

11. *Amendment of Lease.* This lease may be amended only by an instrument in writing signed by Landlord and Tenant.

12. *Limitation of Warranties.* THERE ARE NO IMPLIED WARRANTIES OF MERCHANTABILITY, OF FITNESS FOR A PARTICULAR PURPOSE, OR OF ANY OTHER KIND ARISING OUT OF THIS LEASE, AND THERE ARE NO WARRANTIES THAT EXTEND BEYOND THOSE EXPRESSLY STATED IN THIS LEASE.

13. *Notices.* Any notice required or permitted under this lease must be in writing. Any notice required by this lease will be deemed to be delivered (whether actually received or not) when deposited with the United States Postal Service, postage prepaid, certified mail, return receipt requested, and addressed to the intended recipient at the address shown in this lease. Notice may also be given by regular mail, personal delivery, courier delivery, facsimile transmission, or other commercially reasonable means and will be effective when actually received. Any address for notice may be changed by written notice delivered as provided herein.

14. *Abandoned Property.* Landlord may retain, destroy, or dispose of any property left on the Premises at the end of the Term.

CIRCLE C HOMEOWNERS ASSOCIATION, INC.

By: _____

Printed name: Stephen Bega

Title: CCHOA President

Date: _____

CIRCLE C LANDSCAPING, LLC

By: _____

Printed Name: Kyle Hoover

Title: Circle C Landscape, LLC President

Date: _____