

**Circle C Homeowners Association  
Manager's Report  
July 25, 2012 – August 23, 2012**

**Deed Restriction Review & Enforcement** – we have a total of 18 sections in the neighborhood, we have driven all 18 1x and 10 sections 2x.

**Violation Report (July 21, 2012 through August 22, 2012)**

295 Total Violations

- 205 (69%) Landscaping
- 25 (8%) Maintenance
- 21 (7%) Rubbish & Debris
- 16 (5%) Architectural
- 12 (4%) Vehicle Parking
- 6 (2%) Fencing
- 3 (1%) Unsightly
- 3 (1%) Animals & Pets
- 2 (1%) Sports Equipment
- 2 (1%) Decorations

227 (77%) stage 1/cooperative letters

68 (23%) stage 2/deed restrictions

77 violations closed

288 violations escalated

3 violations re-opened

**Neighborhood Maintenance**

- Granite monument lights replaced with solar lights
- Window tint at community center in office space installed
- Carrington/Slaughter wall damage repair complete
- New cameras installed at community center; waiting on programming to be completed

**Community Center Maintenance & Warranty**

- AC leak in club room has been repaired
- Wooden support beams – John McIntry (engineer) will be reviewing; has substantial cracking and loose bolts
- Replace soap dispenser in women's pool bathroom
- Pool deck cracks – Atlantis to come review
- Railings around pool are rusting at welds – Woolery Welders to repair
- Grinder pumps are overloaded by backwash tank pumps – email sent to Brett at CBD regarding original design
- Electrical wiring repaired in pump room

## Unit Counts Date: 08/23/2012

Name	Last Directory Upload	Unit Count	Accounts Registered	E-mail Only
Circle C Homeowners Association, Inc.	07 Apr 2008 16:18 MST	4,628	2,687	1,859

**Total Sites: 1**

**Total Units: 4,628**

**Total Accounts Registered: 2,687 (58% of units)**

**Total E-Mail Only: 1,859 (69% of registered)**

### Administration

- We mailed 71 new homeowner packets this past month.
- D&O Insurance Policy Renewed

### Financial

- Signed AP checks, August 20, 2011 with Terri Giles and Dan Vavasour.

### Other

- Jul 30 – AT&T meeting regarding T1 line
- Jul 31 – Texas Associates Insurors, Chris Heinchon regarding insurance policies
- Jul 31 – TPC, review quote for new cameras
- Aug 2 – CCCC event staff meeting
- Aug 9 – Chasco meeting regarding warranty items
- Aug 13 – Staff meeting

### Special Events

- Aug 16 – CC Meet & Greet for Vintage Place and Park Place.
- Aug 17 – Hope4JD Movie Night Event at Swim Center

### Upcoming Special Events

- Sept 20 – Wildflower Park Meet & Greet
- Dec – Kids & Adult Holiday Parties
- Dec – Holiday Lighting Contest

### Capital Projects

- 2011 Capital Budget Projects include:

Landscape : Irrigation Infrastructure Improvements	Ongoing
Landscape: Turf Replacement	Fall
Landscape: Bed Upgrades	Ongoing/Fall
Landscape: Outlying Areas	Ongoing
Swim Center: Pool Tarps	Complete
Swim Center: Lane Lines	Complete
Swim Center: Pump Room Roof Repair	Complete
Neighborhood Maint: Office Roof Repair	Complete

## **Current or Future Projects**

- Mid-Year Budget Review  
Status: Complete
- Board Retreat  
Status: to be scheduled
  
- Holiday Kid's Party & Adult Holiday Party
  
- Facility Rentals Fall & Winter