

**CCHOA Board Meeting Agenda**  
**29 August 2017, 6:30pm**  
**Circle C Community Center**

- I. Roll Call
- II. Acceptance of Agenda
- III. Acceptance of July 25, 2017 board meeting minutes *James Moseley*
- IV. Homeowner Forum (*3 min each*)
- V. Management Reports
  - a. General Report, *Karen Hibpshman*
    - 1. July YTD Financials
  - b. Landscape Report, *Karen Hibpshman*
  - c. Aquatics Report, *Karen Hibpshman*
  - d. Maintenance Report, *Robert Bardeleben*
- VI. Discussion Items
  - a. CC&R's Amendments
  - b. Newsletter
  - c. Firewise Community
  - d. Long Term planning
  - e. Café Lease
- VII. Action Items
  - a. Community Center Rental Rates
  - b. Resale Fee Rate
- VIII. Adjourn Public Meeting
- IX. Executive Session
  - a. Google
  - b. Trademark

**Attachments**

- 1. August 2017 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**  
**July 25, 2017**

1. The CCHOA Board of Directors convened on July 25, 2017 at the Circle C Community Center. CCHOA, James called the meeting to order at 6:44 p.m. In attendance were board members James Moseley, Russ Hodes, Jason Bram and Steve Urban. Natalie Placer-McClure, Dan Vavasour and Kim Ackermann were not present. CCHOA Manager Karen Hibpshman was in attendance. Robert Bardeleben, Facilities Coordinator was present.
  2. Steve motioned to have James preside over the meeting. Jason seconded the motion. All were in favor and the motion passed.
  3. James asked if there were any changes to the agenda. Karen asked to add Kathy Buckley and Andrea Pinter under Homeowner Forum. Steve motioned to accept the agenda with the changes. Jason seconded the motion. All were in favor and the motion passed.
  4. James presented the June 27, 2017 board meeting minutes. Jason motioned to accept the minutes as written. Russ seconded the motion. All were in favor and the motion passed.
  5. James introduced the Homeowner Forum. Kathy Buckley was in attendance concerning a daycare. Karen will follow up with John Buckley on Wednesday with the boards decision.
  6. Karen presented the management report and the YTD Financials.
  7. Karen presented the landscaping report.
  8. Karen presented the aquatics report.
  9. Robert presented the maintenance report
  10. The first discussion item was the CC&R Amendments. Karen will check dates that are available for a "Round Table" discussion.
  11. The second discussion item was increasing the Community Center Rental Rates. Karen will work with staff and present the proposal to the board for a vote at the August board meeting.
  12. The third discussion item was Long Term planning. Karen will add Phase II to the list.
  13. No Action Items
  14. Steve motioned to adjourn the public meeting at 7:31 p.m. Jason seconded the motion. All were in favor and the motion passed.
  15. The Board went into executive session at 7:45 pm to discuss Google and the Trademark. No votes or action were taken. The Board adjourned executive session at 7:54 pm.
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**Circle C Homeowners Association  
Manager's Report  
July 22<sup>nd</sup>, 2017 – August 25<sup>th</sup>, 2017**

**Violation Report (July 22<sup>nd</sup>, 2017 – August 25<sup>th</sup>, 2017)**

256 Violations

- 128 (50%) Front Yard Maintenance
- 42 (16%) Rubbish & Debris
- 23 (9%) Vehicle Storage
- 19 (7%) Maintenance
- 12 (5%) Architectural
- 13 (2%) Repair of Exterior Damages
- 6 (2%) Driveway
- 3 (2%) Recreational Equipment
- 1 (0%) Fencing (Missing)
- 1 (0%) Backwashing of Swimming Pools
- 1 (0%) Abutting Landscaped Areas

256 Violations by Stage

- 7 (3%) stage 0
- 208 (81%) stage 1/cooperative letters
- 31 (12%) stage 2/deed restriction letters
- 10 (4%) stage 3

411 Violation Updates/Creates

- 220 (54%) Closed
- 107 (26%) New
- 48 (12%) Escalated

34 (8%) On Hold

**Administration**

New Homeowner Packets mailed 7/15/17 through 8/18/17 - 55

**Financial**

Signed AP checks August 18<sup>th</sup> with Terri Giles.

Received Insurance Dividend check for \$13,320.14

**Upcoming Special Events**

Sept 8<sup>th</sup> – Food Trailer Night

Sept 26<sup>th</sup> – Board Meeting

Oct 7<sup>th</sup> – Fall Community Garage Sale

**Project/Updates**

- Mainline/two wire break by CalAtlantic working on Bernia/Vicenza. Gas line had to be relocated and the mainline and two wire was damaged. Contractor will trench for the new main line connection. Circle C Landscaping will install a new main line and new two wire (which be located in a sleeve) once contractors are finished with the gas line and electric installation. This will all be billed back to the developer for reimbursement.
- TxDot will be installing a sidewalk between Avana and GreyRock along SH 45. Prior to any work being done, they will coordinate with us so that we can make the needed adjustments to the irrigation and rock work/plants. SH 45 Link is [https://www.sh45sw.com/upload/files/45SW\\_PlanViewSchematic\\_20170516.pdf](https://www.sh45sw.com/upload/files/45SW_PlanViewSchematic_20170516.pdf)
- Slaughter/MoPac and La Crosse/MoPac underpasses – Per TxDot, this project will go out to bid this August and should start construction the beginning of 2018. The request has been made to have them hold an informational meeting at the Community Center. Do not have a date for this yet. <http://www.mopacsouth.com/Preliminary%20Layout%20for%20PH.pdf>
- Circle C will be holding a 2<sup>nd</sup> Community Wide Garage Sale on Oct 7<sup>th</sup>. We will have the Shredding Truck, Electronic Recycling and Salvation Army at the Community Center from 10am-2pm.
- All the irrigation was turned off on Friday, August 25<sup>th</sup>. There will be some areas that use the node clocks that could possibly come on.
- Damage from “Harvey”.
  - Clean-up will take most of this week. Landscaping started with removing any downed limbs in the streets, sidewalks and ROW.
  - Swim Center reopened yesterday afternoon. The heaters were turned on to bring the water temp back up
  - Maintenance is working on the Community Center, Avana and GreyRock pool this week for them to open this weekend.

**Capital Projects**

2017 Capital Budget Projects include:

Swim Center : Furniture	Completed
Landscaping – Irrigation Infrastructure	Continuing Project
Bed Upgrades	Started
Landscaping – Tree Planting	Not Started

Landscaping – Rock Work	Started
Community Center – Splash Pad Resurfacing	Completed
Community Center – Splash Pad Fence	Completed
Swim Center – Replace Basketball Goals	Completed
Swim Center – Replace Starting Blocks	Completed

**Current or Future Projects**

- Irrigation Infrastructure
- Signage
- Monuments
- Landscape Prep
- Expansion of CCCC pool
- Domain Name
- Phase II
- Additional Playgrounds

# 2017 CCHOA INCOME BUDGET

Category	Subcategory	2017 Budget	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Totals	%
Homeowner Income	Homeowner Dues	\$3,091,000	\$23,094.66	\$786,079.23	\$509,053.47	\$73,381.83	\$162,036.50	\$46,026.39	\$892,662.45	\$2,492,334.53	81%
Homeowner Income	Resale Certificates	\$55,000	\$2,275.00	\$4,025.00	\$6,650.00	\$7,000.00	\$7,000.00	\$9,100.00	\$6,125.00	\$40,950.00	74%
Homeowner Income	Transfer Fees Income	\$85,000	\$5,250.00	\$3,500.00	\$5,950.00	\$7,175.00	\$9,450.00	\$8,225.00	\$11,200.00	\$50,750.00	60%
Homeowner Income	Late Fees Collected	\$22,000	\$731.33	\$1,716.11	\$2,054.61	\$1,208.37	\$4,678.59	\$1,535.20	\$2,315.94	\$14,240.15	65%
Homeowner Income	Liens Admin Fees Income	\$500	\$42.00	\$154.00	\$28.00	\$28.00	\$14.00	\$0.00	\$42.00	\$308.00	62%
Homeowner Income	Filing Fee Income	\$1,000	\$168.00	\$616.00	\$112.00	\$112.00	\$56.00	\$13.80	\$168.00	\$1,245.80	125%
Homeowner Income	NSF Charges	\$100	\$25.00	\$25.00	\$25.00	\$0.00	\$0.00	\$75.00	\$0.00	\$225.00	225%
Homeowner Income	Collection Fee Income	\$1,000	\$134.16	\$415.00	\$200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$749.16	75%
<b>Homeowner Income Total</b>		<b>\$3,255,600</b>	<b>\$31,720.15</b>	<b>\$796,530.34</b>	<b>\$524,073.08</b>	<b>\$87,705.20</b>	<b>\$183,235.09</b>	<b>\$64,975.39</b>	<b>\$912,563.39</b>	<b>\$2,600,802.64</b>	<b>80%</b>
Architectural Review Income	Architectural Review Income	\$50,000	\$5,770.00	\$10,440.00	\$5,930.00	\$7,120.00	\$5,805.00	\$2,925.00	\$5,250.00	\$43,240.00	86%
<b>Architectural Review Income Total</b>		<b>\$50,000</b>	<b>\$5,770.00</b>	<b>\$10,440.00</b>	<b>\$5,930.00</b>	<b>\$7,120.00</b>	<b>\$5,805.00</b>	<b>\$2,925.00</b>	<b>\$5,250.00</b>	<b>\$43,240.00</b>	<b>86%</b>
Rental Income	Office Rent	\$8,000	\$2,094.50	\$0.00	\$0.00	\$2,094.50	\$0.00	\$0.00	\$2,094.50	\$6,283.50	79%
Rental Income	Gill Rent	\$6,000	\$1,000.00	\$500.00	\$500.00	\$0.00	\$500.00	\$0.00	\$1,000.00	\$3,500.00	58%
<b>Rental Income Total</b>		<b>\$14,000</b>	<b>\$3,094.50</b>	<b>\$500.00</b>	<b>\$500.00</b>	<b>\$2,094.50</b>	<b>\$500.00</b>	<b>\$0.00</b>	<b>\$3,094.50</b>	<b>\$9,783.50</b>	<b>70%</b>
Aquatics Income	Pool Programs	\$77,000	\$1,501.50	\$2,776.00	\$8,366.50	\$11,196.00	\$14,905.25	\$18,156.50	\$14,358.00	\$71,259.75	93%
Aquatics Income	Pool Programs - Swim Team	\$199,800	\$11,012.00	\$12,135.00	\$11,000.00	\$11,110.00	\$16,029.00	\$8,505.00	\$6,390.00	\$76,181.00	38%
Aquatics Income	Facility Income	\$49,000	\$269.99	\$4,265.03	\$1,289.86	\$4,666.17	\$4,361.62	\$7,016.72	\$11,077.63	\$32,947.02	67%
Aquatics Income	GreyRock Funding	\$41,420	\$0.00	\$0.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$30,000.00	72%
Aquatics Income	Rowell HOA	\$4,700	\$0.00	\$1,744.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,744.20	37%
<b>Aquatics Income Total</b>		<b>\$371,920</b>	<b>\$12,783.49</b>	<b>\$20,920.23</b>	<b>\$20,656.36</b>	<b>\$26,972.17</b>	<b>\$65,295.87</b>	<b>\$33,678.22</b>	<b>\$31,825.63</b>	<b>\$212,131.97</b>	<b>57%</b>
CCCC Income	CCCC Facility rentals	\$45,000	\$4,317.50	\$2,738.75	\$4,044.75	\$2,385.00	\$3,057.50	\$10,106.50	\$3,282.50	\$29,932.50	67%
<b>CCCC Income Total</b>		<b>\$45,000</b>	<b>\$4,317.50</b>	<b>\$2,738.75</b>	<b>\$4,044.75</b>	<b>\$2,385.00</b>	<b>\$3,057.50</b>	<b>\$10,106.50</b>	<b>\$9,282.50</b>	<b>\$35,932.50</b>	<b>80%</b>
Landscape Reimbursements	Stratus Reimb	\$97,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
Landscape Reimbursements	COA Reimb	\$17,600	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
<b>Landscape Reimbursements Total</b>		<b>\$114,600</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0%</b>
Miscellaneous	Interest Income	\$1,500	\$101.74	\$78.89	\$90.31	\$180.28	\$253.61	\$269.71	\$563.74	\$1,538.28	103%
Miscellaneous	Sales Tax Discount	\$0	\$1.27	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.27	103%
<b>Miscellaneous Total</b>		<b>\$1,500</b>	<b>\$103.01</b>	<b>\$78.89</b>	<b>\$90.31</b>	<b>\$180.28</b>	<b>\$253.61</b>	<b>\$269.71</b>	<b>\$563.74</b>	<b>\$1,539.55</b>	<b>103%</b>
<b>Grand Total</b>		<b>\$3,852,620.00</b>	<b>\$57,788.65</b>	<b>\$831,208.21</b>	<b>\$555,294.50</b>	<b>\$126,457.15</b>	<b>\$258,147.07</b>	<b>\$111,954.82</b>	<b>\$962,579.76</b>	<b>\$2,903,430.16</b>	<b>75%</b>

## 2016 CCHOA EXPENSE BUDGET

Category	Subcategory	2017 Budget	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Totals	%
Commons Area Services	Landscape Maint Contract	\$1,106,000	\$87,105.05	\$87,105.05	\$87,105.05	\$87,105.05	\$87,105.05	\$87,105.05	\$87,105.05	\$609,735.35	55%
Commons Area Services	Contract Landscape SC	\$27,500	\$2,291.65	\$2,291.65	\$2,291.65	\$2,291.65	\$2,291.65	\$2,291.65	\$2,291.65	\$16,041.55	58%
Commons Area Services	Contract Landscape CCCC	\$27,500	\$2,291.65	\$2,291.65	\$2,291.65	\$2,291.65	\$2,291.65	\$2,291.65	\$2,291.65	\$16,041.55	58%
Commons Area Services	Contract Landscape AV	\$19,500	\$1,624.99	\$1,624.99	\$1,624.99	\$1,624.99	\$1,624.99	\$1,624.99	\$1,624.99	\$11,374.93	58%
Commons Area Services	Contract Landscape GR	\$19,500	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,624.99	\$1,624.99	\$3,249.98	17%
Commons Area Services	2016 Land Additions	\$5,000	\$0.00	-\$5,331.32	\$0.00	\$0.00	-\$15,000.00	\$0.00	\$325.00	-\$20,006.32	-400%
Commons Area Services	Landscape Repairs	\$58,000	\$0.00	\$2,613.03	-\$20,255.00	\$2,059.00	\$8,484.00	\$15,999.00	\$15,506.00	\$28,406.03	49%
Commons Area Services	Landscape Water Utilities	\$225,000	\$10,844.93	\$9,108.05	\$4,583.79	\$4,151.59	\$7,127.27	\$28,675.12	\$29,526.94	\$94,017.59	42%
Commons Area Services	Landscape Electric Utilities	\$36,000	\$3,322.73	\$2,717.55	\$2,643.87	\$2,755.32	\$2,727.49	\$2,486.20	\$2,321.80	\$18,974.96	53%
Common Area Services	Tree Care	\$15,000	\$0.00	\$8,311.88	\$0.00	\$0.00	\$0.00	\$0.00	\$2,440.00	\$10,751.88	72%
Common Area Services	Fence Repairs & Maint	\$5,000	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$3,293.84	\$0.00	\$4,293.84	86%
Commons Area Services	Electrical Repairs & Maint	\$11,000	\$207.77	\$2,582.71	\$2,093.82	\$2,257.26	\$0.00	\$0.00	\$0.00	\$7,141.56	65%

Common Area Services	Neighborhood Maint & Repair	\$14,000	\$3,993.89	\$2,700.00	\$352.66	\$0.00	\$74.04	\$1,225.27	\$0.00	\$8,345.86	60%
Common Area Services	Non Contract Landscape - SC	\$4,000	\$0.00	\$135.31	\$331.25	\$0.00	\$0.00	\$589.96	\$0.00	\$1,056.52	26%
Common Area Services	Non Contract Landscape- CCCC	\$3,000	\$654.92	\$0.00	\$0.00	\$0.00	\$0.00	\$920.13	\$227.33	\$1,802.38	60%
Common Area Services	Non Contract Landscape - AV	\$2,000	\$0.00	\$0.00	\$0.00	\$0.00	\$1,210.00	\$0.00	\$0.00	\$1,210.00	61%
Common Area Services	Non Contract Landscape - GR	\$2,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$514.19	\$0.00	\$514.19	26%
<b>Common Area Services Total</b>		<b>\$1,580,000</b>	<b>\$111,682.66</b>	<b>\$116,150.55</b>	<b>\$83,063.73</b>	<b>\$104,536.51</b>	<b>\$98,936.14</b>	<b>\$148,642.04</b>	<b>\$149,285.30</b>	<b>\$812,296.93</b>	51%
Aquatics Facilities	Administrative	\$47,000	\$1,748.20	\$3,291.07	\$920.45	\$3,875.74	\$4,794.61	\$4,990.03	\$2,603.79	\$22,223.89	47%
Aquatics Facilities	Supplies - Pool	\$7,000	\$121.13	\$997.29	\$1,859.99	\$-226.15	\$612.84	\$5,685.93	\$111.46	\$9,162.49	131%
Aquatics Facilities	Supplies - Chemicals	\$74,000	\$2,670.35	\$2,714.80	\$3,798.63	\$4,836.59	\$6,051.30	\$4,821.29	\$7,041.11	\$31,934.07	43%
Aquatics Facilities	Supplies & Fees - Programming	\$8,600	\$1,503.57	\$305.79	\$1,299.46	\$630.00	\$951.83	\$1,050.00	\$840.00	\$6,580.65	77%
Aquatics Facilities	Supplies & Fees - Swim Team	\$28,000	\$-339.99	\$305.29	\$3,771.33	\$40.75	\$3,065.77	\$-990.06	\$840.00	\$6,580.65	26%
Aquatics Facilities	Maintenance - Pool	\$66,250	\$4,478.52	\$15,552.46	\$15,363.46	-\$5,281.73	\$7,357.29	\$5,365.07	\$1,431.98	\$7,375.07	67%
Aquatics Facilities	Maintenance - Building	\$49,100	\$2,931.25	\$3,666.99	\$3,202.60	-\$564.17	\$2,023.46	\$12,265.47	\$1,751.19	\$44,586.26	67%
Aquatics Facilities	Payroll - Staff	\$724,500	\$27,599.88	\$28,579.75	\$37,044.68	\$43,789.57	\$56,791.50	\$12,823.13	\$111,197.33	\$25,348.73	52%
Aquatics Facilities	Payroll - Programming Staff	\$48,000	\$697.75	\$1,025.63	\$750.91	\$1,790.10	\$3,181.74	\$7,334.81	\$6,152.64	\$20,933.58	61%
Aquatics Facilities	Payroll - Swim Team	\$130,500	\$7,946.05	\$7,296.41	\$7,768.27	\$6,805.04	\$7,297.01	\$10,201.19	\$7,022.07	\$54,336.04	42%
Aquatics Facilities	SC-Utillites - Water	\$28,000	\$1,453.06	\$2,171.96	\$1,874.63	\$1,991.52	\$1,985.98	\$2,136.89	\$2,601.31	\$14,215.35	51%
Aquatics Facilities	Avana - Utillites-Water	\$6,000	\$0.00	\$0.00	\$100.85	\$100.85	\$403.50	\$0.00	\$0.00	\$806.90	13%
Aquatics Facilities	GR - Utillites - Water	\$6,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
Aquatics Facilities	SC-Utillites - Electric	\$35,000	\$1,567.57	\$2,147.32	\$1,780.73	\$2,544.64	\$2,107.96	\$2,590.26	\$1,319.23	\$14,057.71	40%
Aquatics Facilities	Avana - Utillites- Electric	\$12,000	\$862.26	\$857.49	\$801.09	\$845.05	\$827.50	\$839.67	\$924.04	\$5,957.10	50%
Aquatics Facilities	GR -Utillites-Electric	\$9,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$345.17	\$345.17	4%
Aquatics Facilities	Utillites - Natural Gas	\$32,000	\$3,843.48	\$4,369.00	\$3,591.85	\$2,339.22	\$1,121.51	\$986.88	\$356.13	\$16,608.07	52%
Aquatics Facilities	SC-Utillites - Telephone/Internet	\$5,000	\$626.55	\$446.56	\$531.51	\$635.76	\$657.06	\$573.77	\$473.46	\$3,944.67	79%
Aquatics Facilities	Avana - Telephone/Internet	\$5,000	\$244.52	\$257.56	\$255.49	\$255.57	\$255.87	\$255.76	\$255.76	\$1,780.53	36%
Aquatics Facilities	GR- Telephone/Internet	\$3,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$134.70	\$134.70	4%
<b>Aquatic Facilities Total</b>		<b>\$1,323,950</b>	<b>\$58,055.00</b>	<b>\$74,086.22</b>	<b>\$84,715.93</b>	<b>\$64,408.35</b>	<b>\$99,486.73</b>	<b>\$193,065.21</b>	<b>\$146,384.50</b>	<b>\$720,201.94</b>	54%
Circle C Community Center	Utillites - Water	\$32,000	\$3,779.91	\$3,651.66	\$1,509.09	\$7,253.08	\$0.00	\$18.49	\$4,024.04	\$22,039.45	69%
Circle C Community Center	Utillites - Electric	\$22,000	\$713.76	\$1,695.11	\$3,509.09	\$1,441.12	\$1,659.33	\$1,594.94	\$1,945.51	\$10,558.86	48%
Circle C Community Center	Utillites - Telephone/Internet	\$9,600	\$685.05	\$683.83	\$683.83	\$683.83	\$1,368.80	\$0.00	\$684.40	\$4,789.74	50%
Circle C Community Ctr	Events Payroll	\$5,500	\$425.72	\$394.90	\$437.41	\$265.47	\$429.94	\$632.24	\$620.77	\$3,206.45	58%
Circle C Community Center	Furniture	\$2,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,274.49	\$2,274.49	\$2,274.49	114%
Circle C Community Center	Maintenance - Building	\$32,400	\$1,599.70	-\$1,104.66	\$6,923.25	\$2,210.06	\$2,471.99	\$2,349.83	\$3,708.92	\$18,159.09	56%
<b>Circle C Community Ctr Total</b>		<b>\$103,500</b>	<b>\$7,204.14</b>	<b>\$5,320.84</b>	<b>\$12,865.85</b>	<b>\$11,853.56</b>	<b>\$5,930.06</b>	<b>\$4,595.50</b>	<b>\$13,258.13</b>	<b>\$61,028.08</b>	59%
HOA Operations	Office Supplies	\$8,000	\$266.15	\$2,200.26	\$675.99	\$306.93	\$226.60	\$1,157.22	\$464.98	\$5,298.13	66%
HOA Operations	Equip & Maintenance	\$13,000	\$1,812.19	\$1,793.99	\$1,862.59	\$260.51	\$2,227.99	\$248.51	\$180.31	\$6,772.09	52%
HOA Operations	Maintenance Payroll	\$163,000	\$10,371.94	\$10,738.60	\$10,738.60	\$10,738.60	\$10,738.60	\$16,253.16	\$7,871.94	\$77,451.44	48%
HOA Operations	Maintenance Payroll Taxes	\$12,000	\$1,022.96	\$924.06	\$893.44	\$879.55	\$887.02	\$1,363.75	\$665.86	\$6,636.64	55%
HOA Operations	Postage	\$15,000	\$222.31	\$3,969.95	\$284.92	\$576.44	\$1,360.56	\$1,741.75	\$1,690.48	\$9,846.41	66%
HOA Operations	Web Operations	\$2,000	\$0.00	\$94.62	\$263.51	\$0.00	\$17.32	\$12.00	\$102.00	\$489.45	24%
HOA Operations	Printing	\$3,000	\$1,098.41	\$0.00	\$0.00	\$100.67	\$0.00	\$120.81	\$0.00	\$1,319.89	44%
HOA Operations	HOA Meetings	\$5,000	\$0.00	\$267.80	\$409.23	\$396.49	\$0.00	\$0.00	\$0.00	\$1,073.52	21%
HOA Operations	Deed Restrictions	\$5,000	\$703.56	\$0.00	\$0.00	\$396.49	\$0.00	\$0.00	\$0.00	\$2,160.68	43%
HOA Operations	HOA Special Events	\$35,000	-\$230.00	\$563.00	\$2,685.46	\$969.74	\$2,612.89	\$671.08	\$1,065.48	\$8,337.65	24%
HOA Operations	Misc. Operational Expense	\$500	\$0.00	\$0.00	\$0.00	\$40.00	\$0.00	\$0.00	\$0.00	\$40.00	8%
<b>HOA Operations Total</b>		<b>\$261,500</b>	<b>\$15,267.52</b>	<b>\$18,938.28</b>	<b>\$17,813.74</b>	<b>\$14,972.49</b>	<b>\$18,120.98</b>	<b>\$21,568.28</b>	<b>\$12,744.61</b>	<b>\$119,425.90</b>	46%
Financial Management	Management Services	\$99,500	\$8,181.93	\$8,214.03	\$8,264.85	\$8,211.35	\$9,143.45	\$8,376.75	\$9,206.95	\$59,599.31	60%
Financial Management	Resale Certificate	\$10,000	\$325.00	\$575.00	\$1,269.70	\$1,150.00	\$125.00	\$1,708.54	\$825.00	\$5,978.24	60%
Financial Management	Lien Filing Administrative Fees	\$1,000	\$26.00	\$208.60	\$130.00	\$52.00	\$26.00	\$52.00	\$26.00	\$520.00	52%
Financial Management	Bank Fees	\$25,000	\$1,793.72	\$518.60	\$3,728.18	\$3,728.44	\$0.00	\$4,096.80	\$2,082.09	\$17,748.31	71%
Financial Management	GPA/Audit	\$8,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
<b>Financial Management Total</b>		<b>\$143,500</b>	<b>\$10,326.65</b>	<b>\$9,515.63</b>	<b>\$13,392.73</b>	<b>\$13,131.79</b>	<b>\$11,104.93</b>	<b>\$14,234.09</b>	<b>\$12,140.04</b>	<b>\$83,845.86</b>	58%

HOA Management	Management Payroll	\$174,000	\$12,549.90	\$13,283.22	\$13,283.22	\$13,283.22	\$13,283.22	\$19,924.83	\$13,283.22	\$98,890.83	57%
HOA Management	Management Payroll Taxes	\$18,000	\$1,253.12	\$1,177.01	\$1,141.54	\$1,109.72	\$1,132.72	\$1,724.88	\$1,176.09	\$8,715.08	48%
HOA Management	Mileage Reimbursement	\$9,000	\$726.00	\$1,230.38	\$612.05	\$798.77	\$772.86	\$1,114.24	\$664.79	\$5,919.09	66%
HOA Management	Insurance Stipend	\$48,000	\$3,600.00	\$4,660.56	\$2,072.00	\$2,072.00	\$2,072.00	\$1,813.72	\$2,072.00	\$18,362.28	38%
HOA Management	Cont Ed & Skills Enhancement	\$2,000	\$0.00	\$0.00	\$0.00	\$0.00	\$299.00	\$0.00	\$34.00	\$333.00	17%
HOA Management	Consulting Contract	\$25,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
<b>HOA Management Total</b>		<b>\$276,000</b>	<b>\$18,129.02</b>	<b>\$20,351.17</b>	<b>\$17,108.81</b>	<b>\$17,263.71</b>	<b>\$17,559.80</b>	<b>\$24,577.67</b>	<b>\$17,230.10</b>	<b>\$132,220.28</b>	<b>48%</b>
Architectural Review Expense	Architectural Review Expenses	\$25,000	\$2,440.00	\$3,683.25	\$2,347.25	\$2,567.25	\$2,674.50	\$1,000.50	\$1,981.50	\$16,694.25	67%
<b>Architectural Review Expenses Total</b>		<b>\$25,000</b>	<b>\$2,440.00</b>	<b>\$3,683.25</b>	<b>\$2,347.25</b>	<b>\$2,567.25</b>	<b>\$2,674.50</b>	<b>\$1,000.50</b>	<b>\$1,981.50</b>	<b>\$16,694.25</b>	<b>67%</b>
Legal Services	Legal Services	\$10,000	\$2,789.16	\$465.00	\$2,023.20	\$687.16	\$2,256.18	\$1,327.75	-\$320.00	\$9,228.45	92%
<b>Legal Services Total</b>		<b>\$10,000</b>	<b>\$2,789.16</b>	<b>\$465.00</b>	<b>\$2,023.20</b>	<b>\$687.16</b>	<b>\$2,256.18</b>	<b>\$1,327.75</b>	<b>-\$320.00</b>	<b>\$9,228.45</b>	<b>92%</b>
Taxes	Property	\$6,500	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
<b>Taxes Total</b>		<b>\$6,500</b>	<b>\$0.00</b>	<b>0%</b>							
Insurance	General, Property, Boiler & Auto, I	\$65,000	\$5,420.09	\$5,420.09	\$5,420.09	\$5,420.09	\$5,866.09	\$5,561.69	\$0.00	\$33,108.14	51%
Insurance	D & O Insurance	\$10,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,698.00	\$10,698.00	107%
Insurance	Worker's Comp	\$24,500	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,570.86	\$7,570.86	31%
<b>Insurance Total</b>		<b>\$99,500</b>	<b>\$5,420.09</b>	<b>\$5,420.09</b>	<b>\$5,420.09</b>	<b>\$5,420.09</b>	<b>\$5,866.09</b>	<b>\$5,561.69</b>	<b>\$18,268.86</b>	<b>\$51,377.00</b>	<b>52%</b>
Community Enhancement	Donations	\$1,000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
Community Enhancement	Association Memberships	\$2,000	\$0.00	\$50.00	\$0.00	\$107.17	\$0.00	\$0.00	\$0.00	\$157.17	8%
<b>Community Enhancement Total</b>		<b>\$3,000</b>	<b>\$0.00</b>	<b>\$50.00</b>	<b>\$0.00</b>	<b>\$107.17</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$157.17</b>	<b>5%</b>
<b>Grand Total</b>		<b>\$3,832,450</b>	<b>\$231,314</b>	<b>\$253,981</b>	<b>\$238,751</b>	<b>\$234,948</b>	<b>\$261,935</b>	<b>\$414,573</b>	<b>\$517,358</b>	<b>\$2,006,476</b>	

**2016 Capital Budget Projects** YTD

Lounge Chairs (SC Replacements)	\$6,000	\$5,896.00
Irrigation Infrastructure	\$25,000	\$19,100.00
Bed Upgrades	\$18,000	\$9,400.00
Tree Planting	\$5,000	\$0.00
Rock Work	\$10,000	\$1,085.00
Resurface CC Splash Pad	\$11,000	\$10,635.35
Rep CC Splash Pad fence	\$16,000	\$14,938.43
Rep BB Goals SC Playgr	\$6,900	\$6,440.12
Rep SC Starting Blocks	\$23,000	\$21,791.81
	\$0	\$8,490.70
<b>Total</b>	<b>\$120,900</b>	<b>\$97,777.41</b>

**Total Capital Budget Projects** \$120,900.00 \$97,777.41

**Capital Reserve** \$133,738

**Grand Total Expenses** \$3,953,350.00

**Circle C Landscape  
Special Report to the Board  
August 29, 2017**

**Hurricane Harvey impact on Circle C Commons Areas, Aug 26-27, 2017**

- All parts of Circle C received between 8.5 to 11 inches of rain
- Steady winds of 25-45mph were observed all weekend, 48hrs +
- Sustained winds affected small trees and shrubs but had a minimum impact on large trees
- The CCHOA/Circle C Landscape health pruning program for large trees definitely makes a positive difference during storms and wind.
- Ball moss was beaten off the trees during the storm!

**Damage Assessment**

**Major Trees, 15" and up:**

- Throughout all Circle C there was minimum damage to large trees, we have accounted for five trees over 15" diameter that sustained significant damage or were lost.

**Smaller Hardwood Trees 3" to 8", primarily developer installed trees in Avana and Greyrock**

- The smaller trees installed within the last five years by the developers suffered leaning due to the consistent winds.
- Three smaller trees uprooted and were lost

**Decorative Trees**

- Crape Myrtles and Desert Willows (shallow root trees) uprooted in Avana
- Crape Myrtles and Desert Willows were damaged in all parts of Circle C

**Large Shrubs**

- On LaCrosse and Spruce Canyon, large shrubs were tilted and slightly uprooted

**Debris**

- Limbs, branches, leaves and ball moss were scattered throughout Circle C on streets and sidewalks

**Clean-Up Plan**

**Monday, August 28**

- Large debris was cleared from streets & sidewalks in all areas on Monday
- Thirty five trees were staked, trees 3-7 inches were roped and straightened with a truck, then staked.

**Tuesday, August 29**

- Tree staking continues, we estimate a total of 50-60 trees will be staked. We are hopeful of their recovery
- Small decorative tree removal continues
- Small limbs, sticks and debris up to four feet has been removed
- Shrub straightening to include adding fill dirt and tamping continues

- All amenity centers and parks are blown and cleaned
- Mowing crew has blown and cleaned several boulevard areas, the remainder of the small debris will be picked up during the mowing rotation.
- One homeowner suffered tree damage to rear wall due to major tree uprooting—Karen has hired Jon Long, We Love Trees to remove this and will have the wall fixed.

**Wednesday, August 30**

- Commons areas will be re-surveyed to ensure that all items are picked up. CCHOA will report any homeowner concerns.
  - Drooping limbs at MoPac/Slaughter left turn lane will be lifted
  - Additional trees on the commons area may need staking
  - Three to four dumpsters will be needed to get rid of all debris
-

**Circle C Landscape  
Board Report  
August 2017**

**Weather**

General: 15 days over 100 degrees in August  
Rainfall Total: 2.5 inches  
Average Temp: 87  
Major Events: Rain on 8/7  
Currently tracking tropical storm Harvey for weekend of 8/26-27

**Routine Maintenance Services**

General: Regular mowing schedule throughout  
Bed Weeding: all entrances, all areas checked and cleaned  
Ant Treatment: all parks and pools, along sidewalks  
Trimming: complete  
Mulching: underway throughout

**Outlying Areas**

General: CCCC Filter Pond, mowed & cleaned  
All outlying areas weedeated and mowed  
Barstow Park, weedeated and treated for Johnson Grass

**Irrigation**

General: Summer watering schedule is currently on, pending the impact of Harvey  
All areas are reviewed daily

Repairs: Via Grande main line extension for side strip turf  
Bernia at Vicenza- major lateral line break involving rebuilding line & hand watering  
Greyrock at Allamanda- discovery of model home tying in to CCHOA water again  
Wiring issues: Escarpment at Bernia  
Spruce Canyon at Carentan  
La Crosse at Park West, Seneca Falls & Sky Rock  
Slaughter Lane medians  
Cap valve at Slaughter/Escarpment due to leak and non-necessary irrigation  
Five 2" valve replacements  
Two 1.5" valve replacements  
4 lateral line repairs  
Decoder replacement at Community Center  
Numerous repairs/replacements to heads, nozzles, nipples, bubblers & drip line

**Construction Issues**

Cal Atlantic/Bernia:  
Construction issues continue to persist with CalAtlantic on Bernia  
Lateral line hit and relocated at Bernia/Vicenza  
Main Line hit at Bernia/Vicenza (third time despite instructions)  
Two wire hit at Bernia/Vicenza (same)

Drip cut and grass removed to expose electrical line for future work  
Google Fiber damage at Barstow

**Education/Enhancement**

Clayton attended the Texas Nursery and Landscape Association education conference and trade show in Dallas. Several plant species that would be suitable for our area were discovered, and visits with other landscape professionals ensure that our standards are up to date and on target.

**Long Term Planning**

We continue to meet with Karen to inform her of critical issues on site to assist with long term planning.

### Facility Operations – July 2017

<b>Swim Center Usage</b>			
Total Resident Entries	--	9,540	(3,815 Unique)
Guest Entries	--	1,145	(969 Unique)
<b>Total Entries</b>	--	<b>10,685</b>	<b>(4,784 Unique)</b>

<b>Community Center Usage</b>			
Total Resident Entries	--	5,398	(3,034 Unique)
Guest Entries	--	1,098	(924 Unique)
<b>Total Entries</b>	--	<b>6,496</b>	<b>(3,958 Unique)</b>

<b>Avaña Usage</b>			
Total Resident Entries	--	3,359	(1,639 Unique)
Guest Entries	--	383	(319 Unique)
<b>Total Entries</b>	--	<b>3,092</b>	<b>(1,958 Unique)</b>

<b>Greyrock Usage</b>			
Total Resident Entries	--	1,000	(585 Unique)
Guest Entries	--	75	(60 Unique)
<b>Total Entries</b>	--	<b>1,075</b>	<b>(1,645 Unique)</b>

<b>Total Aquatics Entries</b>	--	<b>21,348</b>	<b>(12,345 Unique)</b>
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<b>Membership Statistics</b>			
Resident Households	-	5,129	
Residents Individuals	-	16,184	
Renter Households	-	290	
Renter Individuals	-	1,126	
<b>Total Households</b>	-	<b>5,419</b>	
<b>Total Individuals</b>	-	<b>17,310</b>	

### Program Enrollment – July 2017

Select Swim Team	-	53	Lifeguard Review Class	-	0
Masters	-	12	Water Safety Instructor	-	0
Group Swim Lessons	-	90	Scout Swim Tests	-	1
Lifeguard Certification	-	4	Water Aerobics	-	15
Private Lessons	-	53	Masters Drop-In	-	3
Lifeguard Certification Class	-	1			

### Contracted Rentals – July 2017

Dream of Hopes

### Revenue – July 2017

Aquatics Programming	-	\$14,358	Area Reservations	-	\$495
Swim Team	-	\$6,390	Facility Rentals	-	\$75
Guest Fees	-	\$5,511	Contracted Rentals	-	\$3,600

**Hours of Operation – July 2017**

**SWIM CENTER (SC)**

Season	Mon	Tue	Wed	Thu	Fri	Sat	Sun
<b>Summer</b> Jun 5 – Aug 20	<b>CLOSED</b>	6a-10a (Lap) 10a-8p	6a-10a (Lap) 10a-8p	6a-10a (Lap) 10a-8p	6a-10a (Lap) 10a-8p	7a- 10a(Lap) 10a-8p	10a-8p

**COMMUNITY CENTER (CC) | AVAÑA (AV) | GREYROCK (GR)**

Season	Mon	Tue	Wed	Thu	Fri	Sat	Sun
<b>Summer</b> Jun 5 – Aug 20	11a-7p	11a-7p CC Closed	11a-7p GR Closed	11a-7p AV Closed	11a-7p	11a-7p	11a-7p

**Incidents – July 2017**

		July 2017	YTD
Locations	Swim Center	5	31
	Community Center	6	14
	Avaña	2	3
	Greyrock	1	3
	<b>Total Incidents</b>	<b>14</b>	<b>51</b>
Water Rescues	Distressed	2	3
	Simple Assist	0	3
	Active Surface	3	7
	Active Submerged	0	1
	Passive Surface	0	0
	Passive Submerged	0	0
	<b>Total Water Rescues</b>	<b>5</b>	<b>14</b>
Injury	Abrasion / Scrape	3	8
	Avulsion / Puncture	0	2
	Bite / Sting	2	5
	Bleeding	1	3
	Bruise / Contusion	1	4
	Burn / Blister	0	0
	Cramp	0	0
	Dislocation	0	1
	Fracture / Break	0	0
	Irritation / Reaction	0	0
	Laceration / Cut	3	12
	Pain / Soreness	0	2
	Pinch / Crush	0	0
	Sprain / Strain	0	0
	Other	0	0
	<b>Total Injuries</b>	<b>10</b>	<b>36</b>

		July 2017	YTD
Sudden Illness	Allergic Reaction	0	0
	Asthma Attack	0	0
	Breathing Emergency	0	0
	Choking	0	0
	Diabetic Emergency	0	0
	Distressed	0	0
	Dizziness	0	0
	Drowning	0	0
	Heart Attack	0	0
	Heat Exhaustion	0	0
	Heat Stroke	0	0
	Hypothermia	0	0
	Poisoning	0	0
	Seizure	0	0
	Shock	0	0
	Stroke	0	0
Unconsciousness	0	0	
Vomiting / Nausea	0	1	
Other	0	0	
<b>Total Sudden Illness</b>	<b>0</b>	<b>1</b>	
Patron Behavior	Verbal Assault	0	0
	Inappropriate Behavior	0	0
	Physical Assault	0	0
	Rule Violation	0	1
	Other	0	1
	<b>Total Patron Behavior</b>	<b>0</b>	<b>2</b>
<b>Totals</b>	<b>Suspensions / Expulsions</b>	<b>0</b>	<b>1</b>
	<b>EMS / 911 Calls</b>	<b>0</b>	<b>1</b>
	<b>Break In / Vandalism</b>	<b>0</b>	<b>0</b>

Circle C HOA  
Maintenance Report for Board August 2017  
Prepared by Robert Bardeleben -Facilities Director

All is going well in maintenance. We have hired a new full time maintenance technician. His name is Ed Russell. We are getting ready for winterization of Avana, CC Pool, and Greyrock.

SWIM CENTER COMPOUND

- Routine Maintenance has been completed
- Minor Equipment and Facility Repairs Made
- Pool heaters burners and heat exchanger have been cleaned in preparation for winter.
- Repaired Men's Handicap Shower—new cartridge intalled

CAFÉ

- Routine maintenance has been done
- Minor Repairs have been done

COMMUNITY CENTER

- Routine inspections and maintenance have been done
- Minor repairs made on sewage lift station—tightened rubber gaskets on both pumps
- Water leak on main water supply line repaired—broken at a tee

COMMUNITY CENTER POOL

- Routine cleaning and maintenance have been performed.
- Minor Repairs have been completed on equipment and facility.
- Replace Automatic Water Leveler Controller

NEIGHBORHOOD

- Minor repairs have been completed as needed
- We are addressing some electrical issues with Southeast side of Escarpment/Slaughter lighting. All power to that side has a direct short. We are looking to get lighting back up and then look at more permanent solution to power on that side. We have traced the majority of the electric conduit lines and have located most of the j-boxes. We are mapping the electric lines and system to allow for easier repairs in the future.

AVANA AMENITIES CENTER

- Routine Cleaning and Maintenance has been completed
- Minor Repairs made

GREY ROCK AMENITIES CENTER

- Routine Cleaning and Maintenance has been completed
- Issues with HVAC system have been resolved—warranty.

## CC&R changes

### Article II, Section 2 – Voting membership

Class A. Class A member shall be all those Members described in Section I, with the exception of Declarant until its membership is converted to Class A membership as described below. Class A member shall be entitled to one vote for each Occupied Lot owned for each one hundred dollars (\$100.00), or fraction thereof, of value of that portion of The Properties owned by each such member as assessed by the Travis County Appraisal District for ad valorem tax purposes for the preceding year. When two or more persons or entities hold undivided interests in any part of The Properties, all such persons or entities shall be Class A members, and the vote for such part of The Properties shall be exercised as they, among themselves, determine, but in no event shall more than one vote per property be cast~~be case with respect to each one hundred dollars (\$100.00), or fraction thereof, of value of the part of The Properties in which such members own undivided interests.~~

### Article III, Section 3 – Annual Assessment

Each owner of any part of The Properties shall pay to the Association an annual assessment. The Assessment shall be levied on a uniform basis against each Lot within The Property for the purpose of promoting the recreation, health, safety, and welfare of the residents within The Property and for the improvement and maintenance of the Common Area. ~~of \$0.25 for each one hundred dollars (\$100.00), or fraction thereof, of value of that portion of The Properties so owned, as assessed by the Travis County Appraisal District for ad valorem tax purposes for the preceding year.~~ The rate of the annual assessment may be increased by vote of the membership of the Association, as provided in Section 5 hereof. The Board of Directors of the Association may, after consideration of current maintenance costs and future needs of the Association, fix the actual assessment for any year at a lesser amount, and the Association may not accumulate a surplus at the end of any year which is more than two times the maximum permissible annual assessment for that year. The Board of Directors shall, should excess surplus (as above defined) exist at the of any year, reduce the next total annual assessment by an amount at least equal to said excess surplus. Notwithstanding the foregoing, as to any residential structure financed by a mortgage insured by VA or FHA the maximum annual assessment

### Article V, Section 3, k – Trash

Trash or garbage containers shall only be permitted to be placed at the curb on trash days and must be brought in on the night of pick-up. Refuse, garbage and trash shall be kept at all times in covered containers and such containers shall be kept within enclosed structures or appropriately screened from view. ~~Trash or garbage containers shall only be permitted to be place outside a maximum of two times each week for 12 hours. The Association shall have the right to contract for garbage collection and bill~~

~~each Owner monthly for such service.~~ No Lot shall be used or maintained as a dumping ground for trash.

#### Article V, Section 3, m – Recreational equipment

No recreational equipment, including but not limited to ~~swing~~ sets, skate board or bicycle ramps, ~~or basketball nets~~, shall be permitted in the front yard of any residential structure. Portable basketball goals are allowed but must be kept out of the Right-Of Way and kept in good condition. Permanent basketball goals require Architectural Control Committee approval and must meet the guidelines set by the Committee.

#### Article 5, Section 5 – Exterior Lighting

Any Owner or builder desiring exterior lighting on a residence shall submit a lighting plan showing all locations, spacing, standard types and light type and sizes for approval by the Architectural Control Committee, provided that ~~Holiday Christmas~~ lights shall be permitted without prior approval 28 days prior to the holiday and must be removed 14 days following the holiday during the month of December each year and provided further that such lights must be removed by January 15 of each year. No exterior light shall be installed or maintained within the Property that is found to be objectionable by the Architectural Control Committee. Upon notice by the Committee that any exterior light is objectionable, the Owner of the Property on which same is located will immediately remove said light or shield the same in such a way that it is no longer objectionable.

#### Article 1, Section 3, a – adding additional property to Circle C HOA

The Declarant, its successors and assigns, shall have the right at any time prior to September 30, 2002, to bring within the scheme of this Declaration additional properties in future stages of the development, so long as such properties are within the area described on Exhibit "B" attached hereto (including, without limitations, subsequent sections of Circle C Ranch Subdivision (the "Subdivision")) without consent or approval of Owners of any Lots (other than Declarant), as long as such additions are pursuant to a general plan approved by the Veterans Administration ("VA") or the Federal Housing Association ("FHA"). Furthermore, additional properties may be annexed into The Properties at any time with the consent of two-thirds of each class of member of the Association. As additional properties are annexed hereto, Declarant shall with respect to said properties, recorded Supplemental Declarations which may incorporate this Declaration herein by reference, and which may supplement or modify this Declaration which such additional covenants, restrictions and conditions which may be appropriate for those properties. Upon recordation of such additional plats or map and the filing of a Supplemental Declaration containing restrictive covenants pursuant thereto, then and thereafter the Owners of all

Lots in the Subdivision shall have the rights, privileges and obligations with respect to all of The Properties in the Subdivision (including such additional properties) in accordance with the provisions of, and to the extent set forth in, this Declaration and each such Supplemental Declaration.

Article V, Section 3, j – Vehicle Storage

Except as hereafter provided, any truck, bus, boat, boat trailer, trailer, mobile home, campmobile, camper, golf cart, motorcycle, recreational vehicle or any vehicle other than a conventional automobile shall be stored, placed or parked within the garage of the Owner owning same and concealed from view of other Owners, unless the Architectural Control Committee, in its sole discretion, directs otherwise. For purposes of this paragraph, the term “conventional automobile” shall be deemed to include conventional passenger vehicles, passenger vehicle trucks (3/4 ton or less), and non-commercial passenger vans.

Property owners who do home repair work to their vehicles outside of their garages must return the vehicle under repair back to the garage at the end of the day. Street repair and maintenance to automobiles will not be permitted.

# READY, SET, GO!

YOUR PERSONAL WILDLAND FIRE ACTION GUIDE



Photo by: Deanna Roy



# READY, SET, GO!

## Wildland Fire Action Guide

Saving Lives and Property  
through Advance Planning



Central Texas has been placed on the worldwide map as a wildland fire prone area with the advent of the 2011 Labor Day fires. We now share similar horrific stories of home losses and precious watersheds destroyed with areas like Colorado, California and the Mediterranean. The leadership of the Austin/Travis County area organized this Action Guide to provide you with the tips and tools you need to prepare for a wildland fire threat; have situational awareness when a fire starts; and to leave early.

The Wildland Urban Interface (WUI) is the fastest growing fire problem in the United States. Wildland fires directly threaten lives, houses, water supplies, utilities, recreation resources, cultural icons, endangered species, commerce, and transportation systems. As people continue to build houses in high-risk areas, the danger only increases.

We are committed to helping our friends and neighbors prepare for and stay safe in a wildland fire situation. Successfully preparing for a wildland fire enables you to take personal responsibility for protecting yourself, your family and your property. The Ready, Set, Go! Program works in complementary and collaborative fashion with the Firewise® Communities Program and other existing wildland fire public education efforts.

Fire is, and always has been, a natural occurrence in wildlands. Our hills, canyons and forests burned periodically long before we built homes there. Wildland fires, fueled by a build-up of dry vegetation and driven by seasonal hot dry winds, are extremely dangerous and difficult to control. Many residents have built homes and landscaped without fully understanding the impact a fire can have on them and few have adequately prepared their families for a quick evacuation.



It's not a question of if, but when the next major wildland fire will occur. Through advance planning, understanding and preparation, we can all be partners in the wildland fire solution. We hope you find the tips in the following pages helpful in creating heightened awareness and a more fire-safe environment for you, your family and firefighters.

**For additional information from local sources visit:**

<http://www.austinhsem.com>

<http://www.co.travis.tx.us>

2012 Version 2

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This publication was prepared by the RSG Program with the assistance of the City of Austin and Travis County in cooperation with the International Association of Fire Chiefs; The U.S. Forest Service; U.S. Department of the Interior Bureau of Land Management; and the U.S. Fire Administration. To learn more about the Ready, Set, Go! Program and its partners, visit,

[www.wildlandfireRSG.org](http://www.wildlandfireRSG.org)

Verify compliance with rules and regulations of your local government and homeowner associations prior to modifying structures or clearing property.

# Living in the Wildland Urban Interface and the Ember Zone

Ready, Set, Go! begins with a house that firefighters can defend

## Defensible Space Works!

If you live next to a natural area, the Wildland Urban Interface, you should provide firefighters with the defensible space they need to protect your home. The buffer zone you create by removing weeds, brush and other vegetation helps keep the fire away from your home and reduces the risk from flying embers. Firewise Communities and other wildland fire preparedness education programs provide valuable guidance on property enhancements.



A home within one mile of a natural area is in the Ember Zone. Wind-driven embers can reach your home. You and your home must be prepared well before a fire occurs. Ember fires can destroy homes or neighborhoods far from the actual flame front of the wildland fire.

# What is Defensible Space?

Defensible space is the required space between a structure and the wildland area that, under normal conditions, creates a sufficient buffer to slow or halt the spread of wildfire to a structure. It protects the home from igniting due to direct flame or radiant heat. Defensible space is essential for structures to survive during wildland fire conditions. For more information about defensible space zones and preparedness techniques within each, visit the Firewise Communities' website, [www.firewise.org](http://www.firewise.org).



## ZONE ONE

Zone One extends 30 feet out from buildings, structures, decks, etc.

- Remove all dead or dying vegetation.
- Trim tree canopies regularly to keep their branches a minimum of 10 feet from structures and other trees.
- Remove leaf litter (dry leaves or duff) from yard, roof and rain gutters.
- Relocate woodpiles or other combustible materials into Zone Two.
- Remove combustible material and vegetation from around and under decks.
- Remove or prune vegetation near windows.
- Remove "ladder fuels" (low-level vegetation that allows the fire to spread from the ground to the tree canopy). Create a separation between low-level vegetation and tree branches. This can be done by reducing the height of low-level vegetation and trimming low tree branches.

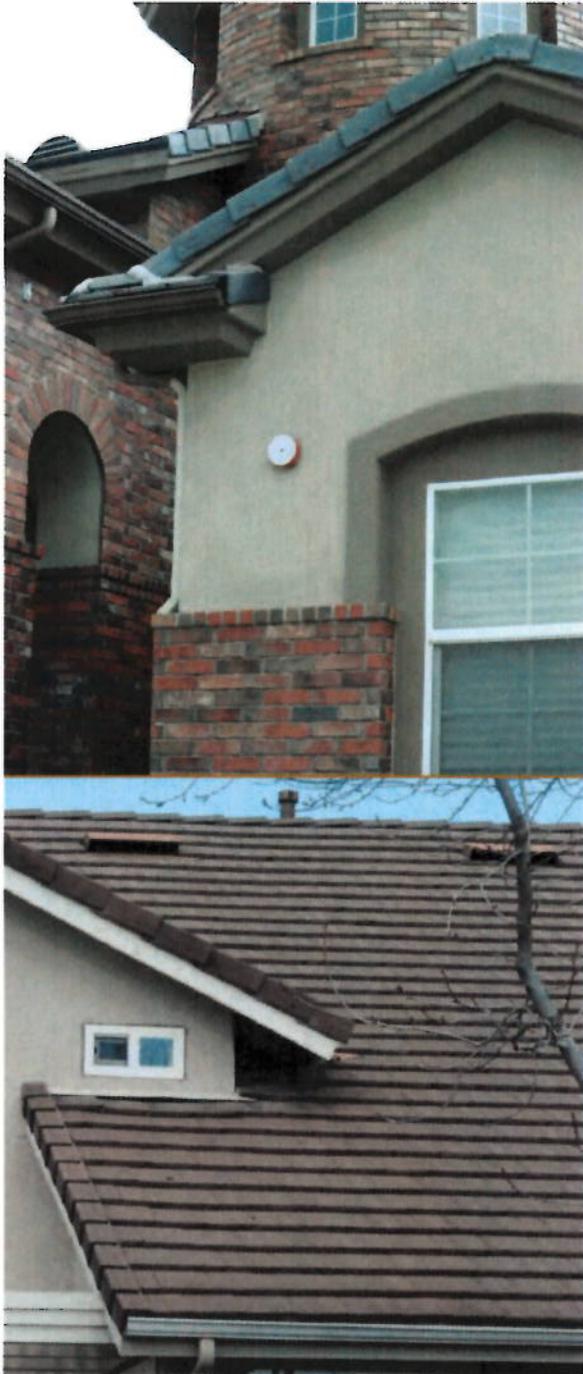
## ZONE TWO

Zone Two extends 30 to 100 feet out from buildings, structures and decks. You can minimize the chance of fire jumping from plant to plant by removing dead material and thinning vegetation.

- Remove "ladder fuels."
- Cut or mow annual grass down to a maximum height of 4 inches.
- Trim tree canopies regularly to reduce continuity between branches and dense underbrush.

# What is a Hardened Home?

Construction materials and the quality of the defensible space surrounding it are what gives a home the best chance to survive a wildland fire. Embers from a wildland fire will find the weak link in your home's fire protection scheme and gain the upper hand because of a small, overlooked or seemingly inconsequential factors. However, there are measures you can take to safeguard your home from wildland fire. While you may not be able to accomplish all the measures listed below, each will increase your home's, and possibly your family's safety and survival during a wildland fire.



## **ROOFS**

Roofs are the most vulnerable surface where embers land because they can lodge and start a fire. Roof valleys, open ends of barrel tiles and rain gutters are all points of entry.

## **EAVES**

Embers can gather under open eaves and ignite exposed wood or other combustible material.

## **VENTS**

Embers can enter the attic or other concealed spaces and ignite combustible materials. Vents in eaves and cornices are particularly vulnerable, as are any unscreened vents.

## **WALLS**

Combustible siding or other combustible or overlapping materials provide surfaces or crevices for embers to nestle and ignite.

## **WINDOWS and DOORS**

Embers can enter gaps in doors, including garage doors. Plants or combustible storage near windows can be ignited from embers and generate heat that can break windows and/or melt combustible frames.

## **BALCONIES and DECKS**

Embers can collect in or on combustible surfaces or the undersides of decks and balconies, ignite the material and enter the home through walls or windows.

To harden your home even further, consider protecting your home with a residential fire sprinkler system. In addition to extinguishing a fire started by an ember that enters your home, it also protects you and your family year-round from any fire that may start in your home.

# Wildland Fire

## Home Site and Yard:

Perform a FIREWISE assessment of your home.

Landscape with fire-resistant plants that have a high moisture content and are low-growing.

Keep woodpiles, propane tanks and combustible materials away from your home and other structures such as garages, barns and sheds.

Ensure that trees are far away from power lines.

Enclose decks to prevent accumulation of leaves, needles and debris. Include metal screen with 1/8" mesh opening to prevent sparks from getting under the deck.

Trim landscaping to reduce downed and dead material.

**Roof:** Your roof is the most vulnerable part of your home because it can easily catch fire from wind-blown embers. Homes with wood-shake or shingle roofs are at high risk of being destroyed during a wildland fire.

Build your roof or re-roof with fire-resistant materials such as composition, metal or tile. Block any spaces between roof decking and covering to prevent ember intrusion.

Clear leaves and other debris from your roof and gutters.

**Vents:** Vents on homes are particularly vulnerable to flying embers.

All vent openings should be covered with 1/4-inch or smaller metal mesh. Do not use fiberglass or plastic mesh because they can melt and burn.

Attic vents in eaves or cornices should be baffled or otherwise protected to prevent ember intrusion (mesh is not enough).

**Windows:** Heat from a wildland fire can cause windows to break even before the home ignites. This allows burning embers to enter and start internal fires. Single-paned and large windows are particularly vulnerable.

Install dual-paned windows with the exterior pane of tempered glass to reduce the chance of breakage in a fire.

Limit the size and number of windows in your home that face large areas of vegetation.

**Inside:** Keep working fire extinguishers on hand.

Install smoke alarms on each level of your home and near bedrooms. Test them monthly and change the batteries twice a year.

**Address:** Make sure your address is clearly visible from the road.



**Water Supply:** Have multiple garden hoses that are long enough to reach any area of your home and other structures on your property. Have hoses on all four corners of your home to help firefighters defend your home.

If you have a pool or well, consider a pump.

**Garage:** Have a fire extinguisher and tools such as a shovel, rake, bucket and hoe available for fire emergencies.

Install a solid door with self-closing hinges between living areas and the garage. Install weather stripping around and under door to prevent ember intrusion.

Store all combustibles and flammable liquids away from ignition sources.

**Driveways and Access Roads:** Driveways should be designed to allow fire and emergency vehicles and equipment to reach your house.

Access roads should have a minimum 10-foot clearance on either side of the traveled section of the roadway and should allow for two-way traffic.

Ensure that all gates open inward and are wide enough to accommodate emergency equipment.

Trim trees and shrubs overhanging the road to a minimum of 13 1/2 feet to allow emergency vehicles to pass.

**Chimney:** Cover your chimney and stovepipe outlets with a non-flammable screen of 1/4-inch wire mesh or smaller to prevent embers from escaping and igniting a fire.

Make sure that your chimney is at least 10 feet away from any tree branches.

**Walls:** Wood products, such as boards, panels or shingles, are common siding materials. However, they are combustible and not good choices for fire-prone areas.

Build or remodel with fire-resistant building materials, such as brick, cement board, masonry, cement or stucco.

Be sure to extend materials from foundation to roof.

**Non-Combustible Boxed-In Eaves:** Box in eaves with non-combustible materials to prevent accumulation of embers.

**Rain gutters:** Screen or enclose rain gutters to prevent accumulation of plant debris.

**Deck/Patio Cover:** Use heavy timber or non-flammable construction material for decks.

Enclose the underside of balconies and decks with fire-resistant materials to prevent embers from blowing underneath.

Keep your deck clear of combustible items, such as baskets, dried flower arrangements and other debris.

The decking surface must be ignition resistant if it's within 10 feet of the home.

**Non-Combustible Fencing:** Make sure to use non-combustible fencing to protect your home during a wildland fire.

If you have a wood fence attached to your house, install a metal shield between the fence and your home.

# READY, SET, GO!

## Create Your Own Action Guide

Now that you've done everything you can to protect your house, it's time to prepare your family. Your **Wildland Fire Action Guide** must be prepared with all members of your household well in advance of a fire. Use these checklists to help you gain an awareness of the threat and to prepare your Wildland Fire Action Guide. For more information on property and home preparedness before a fire threat, review the preparedness checklist on the Firewise Communities' website, [www.firewise.org](http://www.firewise.org)

## Ready – Preparing for the Fire Threat



- Create a **Family Disaster Plan** that includes meeting locations and communication plans and rehearse it regularly. Include in your plan the evacuation of large animals such as horses.
- Register for CAPCOG's Emergency Notification System Cellular Telephone Interface: <http://wireless.capcog.org>
- Have fire extinguishers on hand and train your family how to use them.
- Ensure that your family knows where your gas, electric and water main shut-off controls are and how to use them.
- Plan several different evacuation routes.
- Designate an emergency meeting location outside the fire hazard area.
- Assemble an emergency supply kit as recommended by the American Red Cross.
- Appoint an out-of-area friend or relative as a point of contact.
- Maintain a list of emergency contact numbers posted near your phone and in your emergency supply kit.
- Keep an extra emergency supply kit in your car in case you can't get to your home because of fire.
- Have a portable radio or scanner so you can stay updated on the fire.

# Set – Situational Awareness when a Fire Starts

- Evacuate as soon as you are set!
- Alert family and neighbors.
- Dress in appropriate clothing (i.e., clothing made from natural fibers, such as cotton, and work boots). Have goggles and a dry bandana or particle mask handy.
- Ensure that you have your emergency supply kit on hand that includes all necessary items, such as a battery-powered radio, spare batteries, emergency contact numbers, and ample drinking water.
- Stay tuned to your TV or local radio stations for updates, or check the fire department website.
- Remain close to your house, drink plenty of water, and keep an eye on your family and pets until you are ready to leave.

## INSIDE CHECKLIST

- Shut all windows and doors, leaving them unlocked.
- Remove flammable window shades and curtains, and close metal shutters.
- Remove lightweight curtains.
- Move flammable furniture to the center of the room, away from windows and doors.
- Shut off gas at the meter. Turn off pilot lights.
- Leave your lights on so firefighters can see your house under smoky conditions.
- Shut off the air conditioning.



## OUTSIDE CHECKLIST

- Gather up flammable items from the exterior of the house and bring them inside (patio furniture, children's toys, door mats, etc.) or place them in your pool.
- Turn off propane tanks. Small tanks can be removed or drained.
- Don't leave sprinklers on or water running - they can waste critical water pressure.
- Leave exterior lights on.
- Back your car into the driveway. Shut doors and roll up windows.
- Have a ladder available.
- Patrol your property and extinguish all small fires until you leave.
- If there are fires that you cannot extinguish with a small amount of water or in a short period of time, call 9-1-1.
- Seal attic and ground vents with pre-cut plywood or commercial seals if time permits.

## IF YOU ARE TRAPPED: SURVIVAL TIPS

- Shelter away from outside walls.
- Bring garden hoses inside house so embers don't destroy them.
- Patrol inside your home for spot fires and extinguish them.
- Wear long sleeves and long pants made of natural fibers such as cotton.
- Stay hydrated.
- Ensure you can exit the home if it catches fire (remember if it's hot inside the house, it is four to five times hotter outside).
- Fill sinks and tubs for an emergency water supply.
- Place wet towels under doors to keep smoke and embers out.
- After the fire has passed, check your roof and extinguish any fires, sparks or embers.
- Check inside the attic for hidden embers.

# Go – Leave Early

By leaving early, you give your family the best chance of surviving a wildland fire. You also help firefighters by keeping roads clear of congestion, enabling them to move more freely and do their job in a safer environment.

## WHEN TO LEAVE

Leave early enough to avoid being caught in fire, smoke or road congestion. Don't wait to be told by authorities to leave. In an intense wildland fire, they may not have time to knock on every door. If you are advised to leave, don't hesitate! Practice being able to leave your home in 5 minutes or less.

## WHERE TO GO

Leave to a predetermined location (it should be a low-risk area, such as a well-prepared neighbor, a Red Cross shelter, motel, etc.)

## HOW TO GET THERE

Have several travel routes in case one route is blocked by the fire, or by emergency vehicles and equipment. Choose an escape route away from the fire.

## WHAT TO TAKE

Take your emergency supply kit containing your family and pet's necessary items.



## EMERGENCY SUPPLIES

The American Red Cross recommends every family have an emergency supply kit assembled long before a wildland fire or other emergency occurs. Use the checklist below to help assemble yours. For more information on emergency supplies, visit the American Red Cross website at [www.redcross.org](http://www.redcross.org).

- Three-day supply of water (one gallon per person per day).
- Non-perishable food for all family members and pets (three-day supply).
- First aid kit.
- Flashlight, battery-powered radio, and extra batteries.
- An extra set of car keys, credit cards, cash or traveler's checks.
- Sanitation supplies.
- Extra eyeglasses or contact lenses.
- Important family documents and contact numbers.
- Map marked with evacuation routes.
- Prescriptions or special medications.
- Family photos and other irreplaceable items.
- Easily carried valuables.
- Personal computers (information on hard drives and disks).
- Chargers for cell phones, laptops, etc.

Note: Keep a pair of old shoes and a flashlight handy in case of a sudden evacuation at night.

# My Personal Wildland Fire Action Guide

Write up your Wildland Fire Action Guide and post it in a location where every member of your family can see it. Rehearse it with your family.

During Red Flag/High Fire Danger days in your area, monitor your local media for information and be ready to implement your plan. Hot, dry and windy conditions create the perfect environment for a wildland fire. A list of current incidents can be found online at [www.austinhsem.com](http://www.austinhsem.com)

Important Phone Numbers:

Your Out-of-State Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Work: \_\_\_\_\_

School: \_\_\_\_\_

Other: \_\_\_\_\_

Evacuation Routes: \_\_\_\_\_

Where to Go: \_\_\_\_\_

Location of Emergency Supply Kit: \_\_\_\_\_

Notes: \_\_\_\_\_





# READY, SET, GO!

## Residential Safety Checklist Tips To Improve Family and Property Survival During A Wildland Fire

Home	Yes	No
1. Does your home have a metal, composition, or tile (or other non-combustible) roof with capped ends and covered fascia?	<input type="checkbox"/>	<input type="checkbox"/>
2. Are the rain gutters and roof free of leaves, needles and branches?	<input type="checkbox"/>	<input type="checkbox"/>
3. Are all vent openings screened with 1/8 inch (or smaller) mesh metal screen?	<input type="checkbox"/>	<input type="checkbox"/>
4. Are approved spark arrestors on chimneys?	<input type="checkbox"/>	<input type="checkbox"/>
5. Does the house have non-combustible siding material?	<input type="checkbox"/>	<input type="checkbox"/>
6. Are the eaves "boxed in" and the decks enclosed?	<input type="checkbox"/>	<input type="checkbox"/>
7. Are the windows made of at least double-paned or tempered glass?	<input type="checkbox"/>	<input type="checkbox"/>
8. Are the decks, porches and other similar areas made of non-combustible material and free of easily combustible material (e.g. plastic furniture, propane tanks)?	<input type="checkbox"/>	<input type="checkbox"/>
9. Is all firewood at least 30 feet from the house?	<input type="checkbox"/>	<input type="checkbox"/>

Defensible Space	Yes	No
1. Is dead vegetation cleared to the recommended defensible space area? (Consider adding distance due to slope of property.)	<input type="checkbox"/>	<input type="checkbox"/>
2. Is there separation between shrubs?	<input type="checkbox"/>	<input type="checkbox"/>
3. Are ladder fuels removed?	<input type="checkbox"/>	<input type="checkbox"/>
4. Is there a clean and green area extending at least 30 feet from the house?	<input type="checkbox"/>	<input type="checkbox"/>
5. Is there a non-combustible area within five feet of the house?	<input type="checkbox"/>	<input type="checkbox"/>
6. Is there separation between trees and crowns?	<input type="checkbox"/>	<input type="checkbox"/>

Emergency Access	Yes	No
1. Is the home address visible from the street?	<input type="checkbox"/>	<input type="checkbox"/>
2. Is the home address made of fire-resistant materials?	<input type="checkbox"/>	<input type="checkbox"/>
3. Are street signs present at every intersection leading to the house?	<input type="checkbox"/>	<input type="checkbox"/>
4. Are street signs made of fire-resistant materials?	<input type="checkbox"/>	<input type="checkbox"/>
5. Is flammable vegetation within 10 feet of the driveway cleared and are overhanging obstructions removed?	<input type="checkbox"/>	<input type="checkbox"/>
6. If a long driveway is present, does it have a suitable turnaround area?	<input type="checkbox"/>	<input type="checkbox"/>

Ready, Set, Go!  
[www.wildlandfireRSG.org](http://www.wildlandfireRSG.org)



<b>Landscaping</b>	
	Irrigation Infructure (Medians and ROW
	Slaughter Lane (shared cost with the Commercial HOA)
	South Bay
	La Crosse
	Parts of Spruce Canyon
	Mature Plant replacement
	Rock Work
	All mail centers
	Cap Stone (outlying areas)
	Barstow Ct
	Turf Repacement - Ties into Water Wise Landscaping
	Water Wise Landscaping - Community Wide
<b>Electrical</b>	
	Escarpment, La Crosse, Spruce Canyon, all entrances
<b>Swim Center</b>	
	Pool replaster
	Explant the swim center office
	Parking Lot/Sidewalk replacement
<b>Community Center</b>	
	Pool
	Replaster Pool
	Roof
	Slide repair/replacement
	Parking Lot/Sidewalk replacement
	Community Center Building
	Roof
	AC Units
	Room Dividers
	Parking Lot/Sidewalk replacement
<b>Avana</b>	
	Pool
	Replaster
	siding replacement
	Roof
	Parking Lot/Sidewalk replacement
<b>GreyRock</b>	Pool
	Replaster
	Roof
	Parking Lot/Sidewalk replacement

<b>Parks</b>	Swim Center
	Wildflower Park
	Park Place
	Vintage Place
	Avana
	GreyRock
<b>Monuments</b>	
	Slaughter/MoPac
	Slaughter/Escarpment
	Barstow Ave
	Circle C Metro Park?
<b>Mailboxes?</b>	

**Circle C Homeowners Association  
Long Term Planning  
Rock Supplies**

**Goals:**

- a) Buy rock in bulk and use over several years to permanently upgrade problem areas, present a modernized look, and affect the entire property
- b) Eliminate areas where there is inefficient irrigation thus reducing/holding water costs
- c) Upgrade Escarpment medians
- d) Provide consistent and permanent upgrade to all areas (mail centers, karst features, greenbelts, and outliers, usually non-irrigated)

One of our ideas is to purchase rock in bulk to provide the best discount possible to the CCHOA. Rock would include river rock and flat rock and Circle C Landscape would use their contacts to negotiate the best price possible for these supplies.

Rock would be used in the following ways:

**River Rock: Standardization and Enhancement of Outlying Areas**

This would involve a community wide upgrade to non-irrigated areas such as mail centers, karst features and greenbelts. It would create equal treatment of all areas. These areas are close to people's homes and they walk to get their mail. Some have vegetation that is overgrown, many are not as developed. These areas are out of view, but significant numbers of residents have requested better landscaping around these areas.

**Mail Centers, Karst Features and Greenbelts**

Circle C North, East and West	Magenta
Vintage Place Mail Center	Viridian
Vintage Place Pass Through	Viridian Karst Feature
Vintage Place end lot	Viridian Pass Through
Vintage Place Karst Feature Lot	Blissfield
Park Place Mail Center	Blissfield R.O.W
Park Place Pass Through	Hansa Pass Through Lot
Wildflower Park, North and South	Hansa Mail Center Lot
Eclipse	Hansa Cove Lot
Dahlgreen	Seneca Falls Mail
South Bay	Seneca Falls Greenbelts 1 & 2
Aden Lane	Capstone Mail
Quincy Cove	Capstone Karst
Rolling Stone Cove	Aden Lane
Snapdragon Pass Through	Hibiscus Valley Pass Through
Greyrock Filter Pond	Trissino Mail Center
Via Grande North	Via Grande South

**River Rock on the commons areas:** The goal here is to use river rock on the commons areas make all areas more comparable, install in places where irrigation can be eliminated, places where the shape of the beds/turf make irrigation inefficient (over street watering), places where mulch will not stay in place, drainage areas, bridge areas, places where there the soil is too shallow to maintain vegetation, places where there is excessive vehicle damage. This creates permanent neat and tidy look.

**Flat Rock, Patio Stone:**

**Use: Median Tips and surrounds for medians, use in combination with river rock in certain situations. Use on corners to remove inefficient irrigation.**

**Escarpment Medians**

**Goals: Use flat rock as part of overall scheme to upgrade Escarpment medians to drip and eliminate irrigation waste.**

Overall scheme for Escarpment medians is to continue what has been started for the medians north and south of LaCrosse. These have been converted to drip irrigation, and irrigation on the median tips has been eliminated. Further, this scheme allows maintenance workers to be out of the street when weedeating and maintaining the medians.

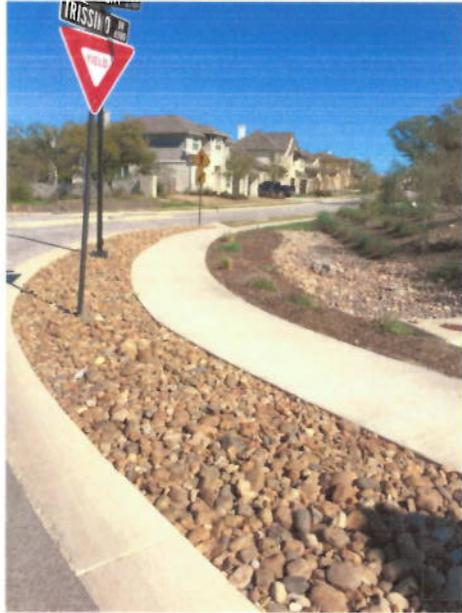
At the same time this rock would be installed, conduit for future wiring repairs/replacement would be installed.

Escarpment medians: There are eight medians that need improvement. We have already done two (north and south of LaCrosse).

**Totals: River Rock: 45,000 s.f. (Small Batch Cost: \$1.05-\$1.25 s.f., (\$47,250-\$56,250)**

**Flat Rock: 50,000 s.f. (666 tons, with each ton covering 75 s.f. \$158-175 per ton  
\$105,228-\$116,550 retail**

Circle C Landscape would go directly to the quarries and bid them against each other to achieve the best discount possible.





## Resale Rates Comparison

### Current Rate

CCHOA charges - \$175.00 per resale

Giles and Shea – charges \$25.00 per resale (includes all copies, assembly, distribution and providing updates)

Requesting an increase to \$225.00. Giles and Shea will be paid \$50.00 of the resale fee and the CCHOA will keep the remaining \$175.00.

### Goodwin Resale Fee

\$325.00 – the HOA does not keep any portion of the resale fee, the management company keeps 100% of the fee

### RealManage

Starts at \$350.00 and increases depending on what other options are chosen or what the individual association negotiates – the HOA does not keep any portion of the resale fee, the management company keeps 100% of the fee

### Associa Hill Country

Starts at \$425.00 and increases depending on what other options are chosen – the HOA does not keep any portion of the resale fee, the management company keeps 100% of the fee