

# CIRCLE C HOMEOWNERS ASSOCIATION NOMINATING COMMITTEE QUESTIONNAIRE

Candidate Name: Trinh Kim Bartlett

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Email address: [trinhbartlett@gmail.com](mailto:trinhbartlett@gmail.com)

Daytime Phone: [REDACTED]

Evening Phone: [REDACTED]

**BIOGRAPHY:** Please write a brief biography of yourself below. This biography should include your professional experience and education and other pertinent information which will help to introduce you as a candidate. You need not expound on why you wish to be a director or what you hope to accomplish if elected, as such information should be included in your response to the questions set forth below. Your biography should not exceed the space below. If you do not answer some or all of the questions, the published biography will state “no answer”.

Hello, my name is Trinh Kim Bartlett, formerly known as Trinh Kim Tran before I got married. I was born in Vietnam and lived in various parts of the United States. I attended undergraduate school at Northeastern University in Boston, moved to Fort Hood, enrolled in and completed my undergraduate studies from the University of Texas at Austin. I have my Graduate Degree in Public Administration (MPA) from Texas State University, and hold a PHR, PMP, and BRMP Certifications. I have worked for the City of Austin since 2007, in various departments and roles; my current position is a Business Consultant with Austin Energy. My current position involves Lean Six Sigma methodology usage to improve business processes, as well as managing strategic projects across the utility, working with vendors, executives, and various stakeholders.

# CIRCLE C HOMEOWNERS ASSOCIATION NOMINATING COMMITTEE QUESTIONNAIRE

1. How long have you lived in Circle C Ranch? If not a resident, how long have you owned property in Circle C Ranch?

I have proudly lived in Circle C since 2012; this is truly the best neighborhood I have ever lived in.

2. What do you like best about Circle C Ranch?

I love the diversity and the friendliness of the people, diversity and uniqueness of the homes and pockets of neighborhoods that is encapsulated here, our beautiful landscaping, the various activities we sponsor and host throughout the Year, our beautiful pools and trails, our new Circle C signs as you enter the neighborhood, and finally the Christmas lights as you enter Circle C from West Slaughter which gets me giddy every time and makes me realize how truly lucky and fortunate I am to live in such a wonderful neighborhood!

3. Have you participated in CCHOA related activities in the past or been a member of other volunteer-driven organizations? If so, please describe such participation or membership.

In terms of Circle C, I have participated in the semi-annual garage sales, as well as attend the Food Truck pop-up events that were offered in the past. Outside of Circle C, I previously served for several years as a board member of a City of Austin organization (AAEN – Asian American Employee Network) and as a board-member I was involved with working with internal City of Austin employees, as well as local community members, in various outreach capacities/activities.

4. Do you have any special expertise or knowledge that could be useful to the CCHOA?

I have budgeting/procurement/contract experience, project management experience, knowledge of HR practices and policies, ability to navigate and work with various and diverse stakeholders, ability to effectively communicate, which to me the latter being vital and pivotal for any role.

5. How many hours do you have to devote to CCHOA related activities?

As many as you need 😊 Honestly, I enjoy being busy and staying busy and I can devote nights and weekends to CCHOA activities.

6. Are you familiar with the basic documents governing the CCHOA? Such documents include, but are not limited to the following: Yes, to All

- a. CCHOA Bylaws ✓
- b. Declaration of Covenants, Conditions and Restrictions ✓
- c. CCHOA Articles of Incorporation ✓
- d. CCHOA Settlement Documents and Licensing Agreement ✓

7. Briefly describe your approach to problem-solving and how to build consensus among Association members.

Problem-solving begins with defining the problem and building consensus as to what is the best approach to solve the problem collectively as a team. To build consensus means you allow everyone to have a voice and a seat at the table. At the end of the day building consensus means the majority of members agree on how, when, and what to do to solve the problem; that is done through collaboration and maturely and calmly talking it through.

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8. Do you have any specific goal(s) you hope to accomplish if elected to the CCHOA Board of Directors?  
Currently with the COVID situation and the mandates of social distancing and masking in place, and no definitive timeline as to when things will return back to “normal”, I would like to work with the Board of Directors on holding activities that still involve our residents while still following the COVID guidelines. For example, we have residents that are widowed or folks who live alone, perhaps we can hold a virtual bingo game night. I would like to ensure folks in Circle C who live alone during this trying time can participate in activities and have other people to connect with. Certainly, I want to involve all residents in our activities, but this is one specific goal I had in mind.

9. Have you ever been convicted of a felony or a crime of moral turpitude?

No

10. Have you ever been a party or otherwise involved in any lawsuit and/or administrative proceeding in which it was alleged that you had committed any of the following acts or omissions?

A. Fraud No

B. Intentional Misrepresentation or Misconduct No

C. Committing Deceptive Acts or Practices No

D. Breach of Fiduciary Duty No

E. Misuse or Misappropriation of Funds No

F. Professional Negligence No

If so, please describe the allegations as well as if and/or how they were ultimately resolved.

11. Do you have any connection to the following?

A. Active builders in Circle C No

B. Stratus Development No

C. City of Austin **Yes, I work for Austin Energy**

D. PEC No

E. Other governmental entity? No

12. Have you or your employer ever bid for a Circle C contract or do you intend to?

I personally have not, and I am not aware of my employer bidding on a Circle C contract, but City of Austin has many departments so it could be possible, but none I am aware of.