

Complete annual meeting proxy form
and email to todd@brmtexas.com or
send via US Mail to
12818 Willow Centre Dr. Ste B,
Houston TX 77066
so it is received prior to 04/22/2021

PLEASE FILL OUT AND BRING POOL
REGISTRATION FORM

TO THE CLUBHOUSE ON THE
DATES LISTED ON THE
REGISTRATION INFORMATION FORM
FOR POOL PASS SIGN UP

OWNERS MUST BE CURRENT ON
ASSOCIATION FEES TO RECEIVE POOL
PASSES

Colony Creek Village Community Association

Virtual Annual Meeting Overview 2020—Thursday, April 22nd 7:00pm

<https://zoom.us/join> Meeting ID 988 6974 2185 Pass Code 200678

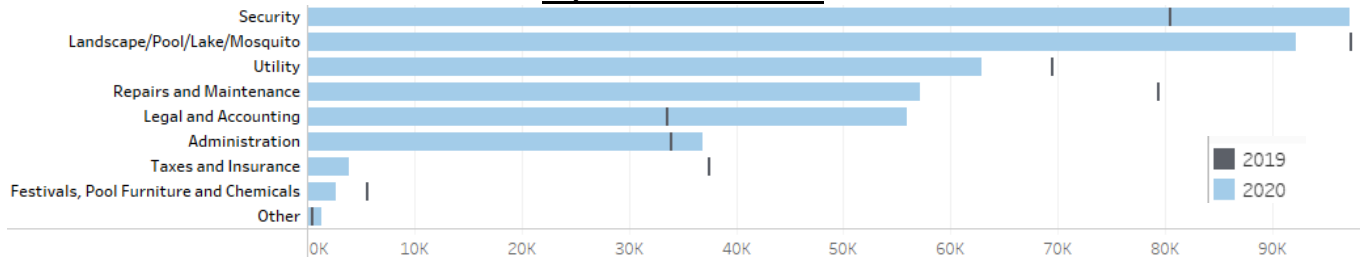
Board Mission Statement: To ensure the Association remains financially viable while maintaining and improving the community public spaces without unnecessary dues increases. To fairly address Homeowner concerns regarding deed violations that negatively impact the appearance and resale value of properties in our community. To foster a sense of community with neighborhood events.

Financial Overview

2020 Year End -- Income (Dues collected): \$415k -- Expenses \$410k -- Cash in Operating and Reserve Accounts \$528k

2019 Year End -- Income (Dues collected): \$407k -- Expenses \$434k -- Cash in Operating and Reserve Accounts \$505k

Expenses Breakdown



NOTES regarding the financials : Security increased with the additional school patrol. The 2020 insurance payment was paid in 2019. Repairs and Maintenance down due to some 2020 projects put on hold because of COVID and the Financial Downturn. Utility is mostly street light electricity. Legal fees increased due to deed restriction enforcement and collection costs. Legal enforcement is always the last resort. Extensions for financial circumstances and payment plans are available and flexible. The annual dues remained unchanged for 2020 and 2021. If you have not paid the dues contact Beacon management to set up a payment plan to avoid additional late or legal fees.

Security

Lt Fragkias and Deputy Scott continue to patrol our community a combined 40 hours weekly often late at night and mid-afternoons. In response to neighbor concerns about school traffic, Corp Khalid joined the patrol in 2020 patrolling school mornings for approximately 10 hours a week. In an emergency, call **911** for the Harris Co Sheriff's office (HCSO). In a non-emergency situation contact the HSCO's non-emergency line, **713.221.6000** or **Constable Precinct 4 dispatch 281.376.3472**. **Report incidents of car break-ins or theft and contact Beacon with the report number so the neighborhood Officers are aware and can follow-up. Electronic Reporting: https://hcsop2c.cad.hctx.net/ReportIncident/IncidentEntry_Disclaimer.aspx** Contact Beacon Management if you need to get a non-emergency message to the Officers.

Projects

2020 Completed Projects:

- Replaced the sail shade at the pool
- Upgraded the Tennis Court lighting to LED
- Rebuilt the lifeguard stands
- Replaced the sign at the walking trail

2021 Projected Projects:

- Replace flooring in clubhouse
- Add exercise equipment on the walking trail
- Paint the pool fence

Community Managed By

Beacon Residential Management LLC
manager@brmtexas.com 713.466.1204
12818 Willow Centre Dr. STE B Houston, TX 77066

CCVCA Monthly Meetings

Zoom: <https://zoom.us/j/97392078822> Code 77379
When: 6:30PM 1st Thurs each month (excluding May and Dec.)

"The HOA system is in fact the purest form of democracy. The problem lies in the fact that homeowners themselves refuse to participate. The power is in the hands of the homeowners to address whatever wrongs they perceive to have been committed. However, when homeowners fail to take responsibility and participate, democracy fails." T. Harris

COLONY CREEK VILLAGE COMMUNITY ASSOCIATION, INC. ANNUAL MEETING ANNOUNCEMENT & PROXY

Q: What is this form and why is it important?

A: It is a form used to cast your vote as homeowner without attending the annual meeting or it can be used to help establish the quorum without placing a vote. The HOA bylaws require a certain number of homeowners (a quorum) be represented at the meeting or by proxy.

Q : Can I change my vote if I attend the meeting?

A: Yes, if you decide to attend you can request your Proxy be returned and change your vote at the meeting.

ANNUAL MEETING ANNOUNCEMENT & PROXY

MEETING ANNOUNCEMENT
 Please take notice that the Colony Creek Village Community Association, a Texas Not-For-Profit Corporation, will hold its annual meeting on at **102 Colony Creek Drive, Spring, Texas (behind the swimming pool)**. This meeting is being held in accordance with the By-Laws, to elect Director(s) to fill board positions for a term of three (3) years and to discuss any matters, which should properly come before the meeting.

ASSIGN PROXY
 The undersigned assign proxy to or the President of the Association if I have written no name above, **to vote on my behalf. (Check no boxes below)**

The undersigned assign proxy to the President of the Association with the stipulation that the President **cast my vote as marked below. (Check box in each position below to vote)**

The undersigned assign proxy to the President of the Association with the stipulation to abstain from casting my vote(s) in the election, that is, to use my proxy **for the purpose of establishing a quorum only.**

This proxy will continue in effect until a quorum of members in person or by proxy is achieved or

HOA board member positions are voted on and filled at the Annual Meeting.

The Proxy is your way to cast a vote without attending the meeting. If you complete a Proxy but decide to attend the meeting you can request your proxy back and change your vote.

The HOA bylaws require a certain number of homeowners attend the meeting or provide a proxy form. This is called a "quorum"

Q: How do I fill out the form?

A: Read and select **ONE** of the three proxy options listed. If you choose option 1 or 3 skip to the signature section. If you select the 2nd option don't forget to vote for or write in someone for each open position.

Select **ONE** of the three options. See below for an explanation of the three options

- **1** Assign this proxy to or the President of the Association if I have written no name above, **to vote on my behalf. (Check no boxes below)**
- **2** Assign this proxy to the President of the Association with the stipulation that the President **cast my vote as marked below. (Check box in each position below to vote)**
- **3** Assign this proxy to the President of the Association with the stipulation to abstain from casting my vote(s) in the election, that is, to use my proxy **for the purpose of establishing a quorum only.**

1. The person you list on the blank line will vote of your behalf. If the line is left blank the HOA president will vote on your behalf. In years the HOA president is up for election the Vice President would vote on your behalf.
2. Your Vote will be cast as marked on the Election of Directors section
3. No vote will be cast, but you will help establish the required quorum

If you select **OPTION 2** vote for or write in one candidate for each position listed. ("Incumbent" means that the person is currently on the board and running for reelection)

ELECTION OF DIRECTOR(S)

If you selected **OPTION 2** above: Vote for one candidate or write in one candidate for each position listed

Please vote for each position below or write in your candidate(s) name:

Position 3: First Name Last Name (**INCUMBENT**) First Name Last Name

Q: Am I required to provide an address in Colony Creek Village, my name, and signature to complete the proxy?

A: Yes, the address, date, printed name, and signature are required to validate your homeowner proxy vote.

Property Address in the Association _____	Date _____	Provide the address of the home you own in Colony Creek Village, the current date, print and sign your name.
Signature of Member _____	Printed Name of Member _____	

**COLONY CREEK VILLAGE COMMUNITY ASSOCIATION, INC.
ANNUAL MEETING ANNOUNCEMENT & PROXY**

MEETING ANNOUNCEMENT

Please take notice that the Annual Meeting of the members of the Colony Creek Village Community Association, a Texas non-profit corporation, will be held on **Thursday, April 22, 2021 at 7:00 p.m.** to be held online only. To attend the meeting, go to <https://zoom.us/join> and enter the meeting ID 988 6974 2185 and then the pass code of 200678. Alternately, you may call in to 346-248-7799 and enter the Meeting ID: 988 6974 2185 and Passcode: 200678 when prompted. This meeting is being held in accordance with the By-Laws, to elect Director(s) to fill board positions for a term of three (3) years and to discuss any matters, which should properly come before the meeting in accordance with the By-Laws. **All voting in this election must be done using this proxy which must be filled out and returned to this office prior to April 22, 2021.**

ASSIGN PROXY

The undersigned assign proxy as specified below with the power of substitution to vote and otherwise represent the undersigned at the Annual Meeting of the members of the Colony Creek Village Community Association on April 22, 2021 and any adjournment or continuation thereof with the same effect as if the undersigned were present and voting. This proxy will continue in effect until a quorum of members in person or by proxy is achieved or until revoked by the undersigned in writing and delivered to an officer of the Association c/o Beacon Residential Management LLC or in person at the Annual Meeting. Check box 1 or 2 to vote in the election, check box 3 to abstain from voting.

1.
 - Assign this proxy to _____ or the board members of the Association if I have written no name above, **to vote on my behalf. (Check no boxes below)**
2.
 - Assign this proxy to the President of the Association with the stipulation that the President **cast my vote as marked below. (Check box in each position below to vote)**
3.
 - Assign this proxy to the President of the Association with the stipulation to abstain from casting my vote(s) in the election, that is, to use my proxy **for the purpose of establishing a quorum only.**

ELECTION OF DIRECTOR(S)

The below position(s) on the Board of Directors will be filled in this election. The newly elected Director(s) will serve a three (3) year term.

Please vote in each position below or write in your candidate(s) name:

Position 1. Michelle Roddy (**INCUMBENT**) _____

Position 2. Byron Brown (**INCUMBENT**) _____

Property Address in the Association

Date

Signature of Member

Printed Name of Member

If you cannot attend the meeting, please immediately complete the enclosed proxy and return it to Beacon Residential Mgmt. LLC at 12818 Willow Centre Dr. Ste. B, Houston, TX 77066 or email to todd@brmtexas.com so that it is received prior to the meeting date.

COLONY CREEK VILLAGE COMMUNITY ASSOCIATION
POOL TAG REGISTRATION FORM

Last Name: _____ Home Phone: _____
Address: _____ Work/Cell Phone: _____
Email: _____

For Renters – Owner's Name: _____
Owner's Address: _____
Owner's Phone: _____

Name and birth date of each resident living at the above address:

- | | |
|----------|----------|
| 1. _____ | 5. _____ |
| 2. _____ | 6. _____ |
| 3. _____ | 7. _____ |
| 4. _____ | 8. _____ |

In case of emergency, please contact:

- | | |
|----------|----------------|
| 1. _____ | Phone #: _____ |
| 2. _____ | Phone #: _____ |

Please list any individual with a medical condition or special need that we should be aware of:

In consideration for the privilege of using the swimming pool and facilities of COLONY CREEK VILLAGE C.A. and other good and valuable consideration, the undersigned hereby elect to, and do, assume all risk for claims heretofore or hereafter arising from the subject of this Release, in favor of the undersigned, his heirs, executors, administrators, successors, or assigns, and hereby knowingly and voluntarily expressly release said COLONY CREEK VILLAGE C.A., its agents, officers, employees or aides from all liability or claims demands and costs for or arising out of injuries or damages sustained while using the swimming pool and facilities of COLONY CREEK VILLAGE C.A., or by the negligence of the undersigned. Further, the undersigned agree to abide by and be bound by the rules and regulations for the operation and safety of the swimming pool and facilities of COLONY CREEK VILLAGE C.A.

The undersigned have read this Release and the Pool Rules and understand all its terms and conditions. The undersigned executed voluntarily and with full knowledge of its significance.

Signature: _____ Date: _____

-----For Office Use Only-----

MF Balance _____ # Passes _____ Date Issued _____ Issued by _____

COLONY CREEK VILLAGE C.A.

POOL RULES OF SAFETY

LAP POOL

1. Obey lifeguards and other supervisory personnel. Talking with lifeguards on duty is prohibited.
2. I.D. must be checked before users will be admitted to pool.
3. No more than two (2) guests per member will be admitted. Members must be present with guest at the pool.
4. Falsifying or sharing pool passes will result in revocation of all pool privileges for remainder of season.
5. Members and guests are responsible for cleaning up their trash prior to leaving the pool area.
6. Any child eight (8) years of age or under must be accompanied by a parent or person sixteen (16) years old or older. Any child between the ages of nine (9) and twelve (12) years of age may enter the pool area unaccompanied by an adult if said child passes a swim test.
7. Running or rough housing (throwing each other, pushing, dunking, getting on another's shoulders, splash fights, dog fights) are not allowed.
8. Glass containers and/or alcoholic beverages are not allowed in the pool area.
9. Loud music in the pool area is prohibited.
10. Flotation items for swimming pools are allowed but restricted to small tubes and floats worn on the body.
11. Balls, Frisbees, or similar type toys are not allowed. Beach balls will be permitted at the lifeguards' discretion.
12. Diving in shallow water (less than 5 feet) is not allowed.
13. All swimmers must stay off the rope.
14. Pets are not allowed in the pool area.
15. Cut-offs and colored tee shirts are not allowed in the pool.
16. Loud, abusive or foul language will not be tolerated
17. Chewing gum is not permitted in the pool area. (this includes any area inside the entry gate)
18. Swimmers in the water have the right of way. Those entering the water from springboards or from the deck must make certain no one is in front of them before entering the pool.
19. Swimming with an open sore or communicable disease is prohibited.
20. Jumping off backwards or in any manner that throws the head back toward the side of the pool is prohibited. Flips from the side of the pool are not allowed.
21. Anyone caught swimming after hours will be suspended for the remainder of the summer and criminal trespassing charges will be filed against the offenders.
22. Parents are responsible for their children and guests in the pool area.
23. Cocoa butter, baby oil, margarine, and all similar products are not soluble in pool water. Swimmers are requested to use commercial sun tanning and sun blocking products only.
24. Swimmers must be alert to help anyone in trouble and should call for help immediately upon seeing anyone having trouble staying afloat. Do not move or remove any injured person from the water who complains of back pain.
25. Lifeguards are employed to aide in the safety of swimmers. They have the authority to remove from the pool area anyone disobeying the rules or endangering the safety of any person including themselves. The lifeguards have the authority to suspend anyone caught violating the rules for one day. Additional violations will be turned over to the pool committee for action. Repeat violations may result in revocation of swimming privileges for the remainder of the summer.
26. **ONE LONG WHISTLE BLAST MEANS TO CLEAR THE POOL!** Clear the pool immediately when the whistle is sounded. Follow lifeguard instructions and stay away from emergency locations. **LIFEGUARDS HAVE THE ULTIMATE AUTHORITY.**
27. Noodles are permitted for flotation, but not for rough housing with them will not be permitted.
28. When pool is closed due to inclement weather, the lifeguard must document the closure on the daily log.
29. The **ENTIRE** confines of the CCVCA Recreation Center is a **NO SMOKING AREA.**

BABY POOL

Lifeguards are not responsible for the baby pool.

1. Users must be accompanied by parent or guardian sixteen (16) years of age or older
2. Parents or guardians are responsible for their children
3. All pool rules apply to the baby pool.
4. Swimsuits required. Disposable diapers are not allowed in baby or lap pool. Swim diapers are permitted.
5. Only non-swimming, pre-school children five (5) years old or younger may use the baby pool.

TEN MINUTE BREAK POLICY

1. All swimmers must exit the pool during this break each hour. Patrons may not sit on pool steps; dangle their feet in the water, etc.
2. This period is for the safety of the swimmers and provides a rest period for the lifeguards. Rotation of guards and a check out of the facility are completed at this time.

POOL HOURS

May 29 – May 31:	Pool will be open Saturday, Sunday & Monday from noon to 8:00 pm
June 1 – August 15:	Pool will be open daily from noon to 8:00 pm (Except Monday when it will be closed for cleaning)
August 16 – August 20:	Pool will be closed
August 21 – August 22:	Pool will be open Saturday, Sunday from noon to 8:00 pm
August 23 – August 27:	Pool will be closed
August 28 – August 29:	Pool will be open Saturday, Sunday from noon to 8:00 pm
Sept 4 – Sept 6:	Pool will be open Saturday, Sunday & Monday from noon to 8:00 pm
September 7:	Pool closed for season
May 31 & Sept 6:	Pool will be open on these two Mondays in honor of Memorial Day & Labor Day



**Colony Creek Village C.A.
Pool Registration Information**

Important Notice: If you do not obtain or renew your pool pass at one of the following registration dates, you will be charged a **\$10.00 late fee** per family member with a **maximum late fee of \$50.00** and passes will no longer be processed in the community. You will have to obtain your pass by contacting Beacon Residential Management.

REGISTRATION WILL BE HELD AT THE CLUBHOUSE ON THE FOLLOWING DATES:

- **Saturday** **April 24 10:00 am – 2:00 pm**
- **Monday** **May 10 6:00 pm – 9:00 pm**
- **Saturday** **May 15 10:00 am – 2:00 pm**
- **Saturday** **May 29 10:00 am – 2:00 pm**
Opening Day! Pool opens at Noon.

A \$10.00 late fee will be charged per family member with a **maximum late fee of \$50.00 per family** for passes purchased after 2:00 pm on Saturday May 29 unless you have moved into the community after that date. Guest passes not included. **There will be no other exceptions.** Please make every effort to attend one of the pool pass registration dates listed above.

There is no fee to purchase a new pass during open pool pass registration dates. There is a \$5.00 replacement cost per pass for lost or damaged passes. If you have an existing pool pass, with dates left to be punched, you need only to bring those passes so they can be punched **and** the completed registration form.

Passes require a small and separate picture, 1"x1" in size, for each member over three (3) years of age.

- Photo will not be returned and will be laminated onto the pass
- An adult, 18 years of age or older, must sign and return the Pool Membership Form and Rules
- The Pool Registration Form must be completed and returned to receive a pool pass

Guest passes may be purchased in \$5.00 and \$10.00 increments. A resident must accompany guests and the Guest Pass must be in their possession. After last registration date, it will take 7-14 days to process passes by management.

Passes will not be available during pool hours.

OWNERS MUST BE CURRENT ON ASSOCIATION FEES TO RECEIVE PASSES.

RENTERS MUST BRING PROOF OF RESIDENCY (i.e., utility bill, lease agreement, etc.)