

## TIMBERLAKE RANCH LANDOWNER'S ASSOCIATION

HC 61 BOX 767  
RAMAH, NM 87321

### ATTENTION LANDOWNERS - Regarding VOTER DESIGNATION & VOTING RIGHTS

LANDOWNERS: If you are not the sole owner of your Lot or Lots as a natural person, please read this document carefully. It warrants your considered response, as it pertains to Landowner voting rights.

Our voting rights have not changed. However, it has come to our attention that many landowners are not aware that, per our bylaws, for any lot held in joint ownership, unless there is a designated voter for that Lot registered with the Association, "no vote may be exercised with respect to that Lot." For your convenience, the relevant section of the Bylaws has been included herein, please see **TRLA BYLAWS ARTICLE II, SECTION C, VOTING RIGHTS** below.

The Association is currently updating its Voting Membership records to prepare for the 2026 election of Board Directors and whatever special vote may be held in the coming year.

Going forward: Please note that in compliance with our Bylaws, for a vote to be exercised and counted for your Lot or Lots, you and your fellow joint-owners (including married couples) *must submit in advance* a completed TRLA Voter Designation Form, signed by all joint-owners, designating the person for each Lot held in joint-ownership who will exercise the right to vote as the sole designated voter for that Lot on behalf of all joint-owners on any matter before the Timberlake Landowner's Association (TRLA) requiring a Landowner vote. That form is included in this correspondence.

**The Association Bylaws provide that there will be only one vote per Lot regardless of how many joint-owners own an interest in said Lot.**

Once you and your fellow joint-owners have come to an agreement on who will be the designated voter for your Lot, please complete the enclosed Voter Designation Form indicating the owner Member you have selected for this purpose for each Lot jointly-held and submit the completed form, signed and dated by all joint-owners to the Secretary of the Association (i.e. Board Secretary) to be officially recorded.

The person you designate on the TRLA Voter Designation form, duly submitted, will remain the sole legitimate voter for that Lot. Our Bylaws refer to that person simply as "the Designee" - who alone will exercise the right to vote on behalf of all the joint-owners going forward until such time that ownership action is taken to change the voter designation.

**TRLA BYLAWS, ARTICLE II, § SECTION C. Voting Rights**  
*(in its entirety, reformatted for ease of reading)*

“There will be one vote for each Lot; provided, however, that only Members in Good Standing are entitled to vote on any matter before the Corporation.

“When only one Owner (Member in Good Standing) owns the entire Lot, the voting rights shall be exercised by that Owner.

“When two or more Owners (Members in Good Standing) own Lot Interests in a Lot, the vote for the Lot must be exercised by that Member designated in writing on a form specified by the Corporation and executed by all Owners owning Lot Interests in that Lot (the "Designee"). The fully completed and executed designation form must be filed with the Secretary of the Corporation to be effective and, once filed, may be relied upon by the Corporation as conclusive proof of the authority of the Designee to exercise the vote with respect to the Lot for which the Designee was designated.

“A designation form filed with the Secretary of the Corporation will remain in effect until a new designation form executed by all Owners owning Lot Interests in the Lot to which the designation form pertains is subsequently filed with the Secretary of the Corporation or until a termination of designation executed by any Owner owning a Lot Interest in the Lot to which the designation form pertains is filed with the Secretary of the Corporation.

“If no designation form is filed or if a termination of designation form is filed with respect to any Lot in which more than one Owner owns a Lot Interest, no vote may be exercised with respect to that Lot until an effective designation form specifying the Designee for that Lot is filed with the Secretary of the Corporation.

“The casting of a vote by a Designee with respect to the Lot for which the Designee was designated will conclusively bind all other persons or entities holding Lot Interests in that Lot.”

*(This concludes the Association Bylaws, Article II, Section C. Voting Rights)*

# **Timberlake Ranch Landowners Association**

## **TRLA VOTER DESIGNATION FORM**

### **Introduction**

On the following Voter Designation Form, please list all individual Lots that are held in the same joint-ownership, including married couples; or, by a business, corporation, trust, or other non-person.

- The owner or owners must then officially and unanimously designate for each individual Lot on the List a single owner Member, the “Designee,” who will exercise the voting right for that Lot on behalf of all owners.
- Voter Designation Forms must be signed & dated by each of the Lot joint-owners or their legally authorized representative, or, by the person legally responsible for making decisions for any business, corporation, trust or other entity that owns the listed Lot or Lots.
- Any Lot owned by a business, corporation, trust, or other non-person, must specify on the Voter Designation Form a natural person who is an owner with interest in that Lot, to exercise that Lot’s voting rights.

**The completed Voter Designation Form must be filed with the Secretary of the Association no later than March 1 of any calendar year for the Designee to be able to cast a vote in the May general election; or 60 calendar days prior to the date set for any other scheduled action requiring a Landowner vote.**

This signed form, including the list of Lots and signature page(s) may be submitted by regular mail to:

TRLA, HC 61 Box 767, Ramah NM 87321

This signed form, including the list of Lots and signature page(s) may be scanned and submitted via email to:

[TRLAsecretary@timberlakeranchnm.com](mailto:TRLAsecretary@timberlakeranchnm.com)

**This completed form, including the List of Lots and the Signature Page(s), MUST be submitted to the TRLA Secretary to be able to cast votes in any TRLA election or landowner voting process.**

## **TRLA VOTER DESIGNATION FORM**

Pursuant to Article II, Section C. Voting Rights of the Timberlake Ranch Landowners Association Bylaws, the owners of the Timberlake Ranch Lot or Lots listed herein hereby submit this form naming the Designee for each Lot, that is, that person who will exercise voting rights for each Lot on behalf of all owners.

This designation form, once duly completed and submitted to the Secretary of the Corporation (Board Secretary), will remain in effect until a new Voter Designation Form is executed and submitted jointly by all owners owning Interests in the specified Lot or Lots or a termination of designation is filed with the Secretary by one or more owners.

**LOT IDs:** You will need to enter the Lot ID for each Lot listed on this form. A Lot ID is the same as the Account Number used for billing purposes for that Lot.

**Account Numbers (Lot IDs) are assigned in the following manner by subdivision:**

**Timberlake Ranch Subdivision (north)**

Lot ID = Unit# + Block# + Lot# + County Initial (McKinley; Cibola)  
*e.g.* 061461M      *e.g.* 020165C

**Cloh Chin Toh (CCT) Subdivision**

Lot ID = CCT + Lot#                      *e.g.* CCT84

**Timberlake South (TLS) Subdivision**

Lot ID = TLS + Lot#                      *e.g.* TLS32

If you are uncertain of your Lot ID or Account Number, please contact TRLA Secretary at [trlasecretary@timberlakeranchnm.com](mailto:trlasecretary@timberlakeranchnm.com) - or - by regular mail to TRLA, HC61 Box 767, Ramah, NM 87321.

### **BEGIN HERE**

**A. FIRST: How many individual Lots owned by the same joint-owners will be entered on this Voter Designation Form? \_\_\_\_\_**

**B. NOTE: Have more Lots than accommodated by this form?**

**Before you continue, we suggest you make a copy of a Lot List page (s) to accommodate all the Lots held in same joint-ownership. Attach the additional pages, completed, to the Form before submitting the whole to TRLA Secretary.**

**C. NEXT: Fill out the LIST OF LOTS specifying the Voting Designee for each Lot and providing all requested information.**

**D. FINAL STEP - SIGNATURE PAGE: Each owner or owner's representative must fully complete their section of the Signature Page.**

**LIST OF LOTS**  
**(held in joint-ownership)**

**Lot ID:** \_\_\_\_\_

Owner or Owners names (as listed on the deed): \_\_\_\_\_

\_\_\_\_\_

Voter Designee: \_\_\_\_\_  
(print name)

Email address of Designee: \_\_\_\_\_

Mailing address of Designee: \_\_\_\_\_

This Lot will cast a vote by (choose one):      Mail      Online      In-person

**Lot ID:** \_\_\_\_\_

Owner or Owners names (as listed on the deed): \_\_\_\_\_

\_\_\_\_\_

Voter Designee: \_\_\_\_\_  
(print name)

Email address of Designee: \_\_\_\_\_

Mailing address of Designee: \_\_\_\_\_

This Lot will cast a vote by (choose one):      Mail      Online      In-person

**Lot ID:** \_\_\_\_\_

Owner or Owners names (as listed on the deed): \_\_\_\_\_

\_\_\_\_\_

Voter Designee: \_\_\_\_\_  
(print name)

Email address of Designee: \_\_\_\_\_

Mailing address of Designee: \_\_\_\_\_

This Lot will cast a vote by (choose one):      Mail      Online      In-person

(Cont.)

*This page may be omitted or left blank, if not used*

**LIST OF LOTS  
(held in Joint-Ownership)**

**Lot ID:** \_\_\_\_\_

Owner or Owners names (as listed on the deed): \_\_\_\_\_

Voter Designee: \_\_\_\_\_  
(print name)

Email address of Designee: \_\_\_\_\_

Mailing address of Designee: \_\_\_\_\_

This Lot will cast a vote by (choose one):      Mail      Online      In-person

**Lot ID:** \_\_\_\_\_

Owner or Owners names (as listed on the deed): \_\_\_\_\_

Voter Designee: \_\_\_\_\_  
(print name)

Email address of Designee: \_\_\_\_\_

Mailing address of Designee: \_\_\_\_\_

This Lot will cast a vote by (choose one):      Mail      Online      In-person

**Lot ID:** \_\_\_\_\_

Owner or Owners names (as listed on the deed): \_\_\_\_\_

Voter Designee: \_\_\_\_\_  
(print name)

Email address of Designee: \_\_\_\_\_

Mailing address of Designee: \_\_\_\_\_

This Lot will cast a vote by (choose one):      Mail      Online      In-person



## **SUBMIT COMPLETED FORM TO TRLA SECRETARY**

This completed, signed and dated form, including the List of Lots and Signature Page(s), may be officially submitted to the TRLA Secretary by regular mail, or, by email.

Submit by regular mail to:

TRLA, HC 61 Box 767, Ramah NM 87321

Submit scanned copy by email to:

[TRLAsecretary@timberlakeranchnm.com](mailto:TRLAsecretary@timberlakeranchnm.com)

**This completed form MUST be submitted to the TRLA Secretary to be able to cast votes in any TRLA election or landowner voting process.**

**Be sure to include:**

- **page 2 (“Begin Here” section);**
- **the List of Lots; and,**
- **the Signature Page(s)**

If you have questions pertaining to voter designation or the TRLA Voter Designation Form, please contact the TRLA Secretary at [TRLAsecretary@timberlakeranchnm.com](mailto:TRLAsecretary@timberlakeranchnm.com) or by regular mail, at TRLA, HC61 Box 767, Ramah, NM 87321.