

# 2019 Election Information Packet for Residential Design Review Committees and Village Associations

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## INTRODUCTION

Thank you for your interest in one of the many elected village offices in The Woodlands. Elections will be held in February for the Residential Design Review Committees (RDRCs) and the Village Associations. *The Woodlands Township Board of Directors election follows a different process.* The Woodlands Township will administer the February elections for Residential Design Review Committees (RDRC) and village association boards.

Candidates for office need a copy of each of the following:

- Election Information Packet
- Filing Form (for the specific position the candidate is seeking)

It is the responsibility of the candidate to become familiar with the bylaws of the entity, the duties, qualifications and requirements of the office for which the candidate files.

If at any point you have a question regarding the election process, please call The Woodlands Township at 281-210-3800.

### RESIDENTIAL DESIGN REVIEW COMMITTEE ELECTIONS THE WOODLANDS COMMUNITY ASSOCIATION COVENANTS THE WOODLANDS ASSOCIATION COVENANTS

AS OF 09/30/18

#### 5 Member Residential Design Review Committee (RDRC), one year terms, for the following villages:

Alden Bridge	Indian Springs (WCA Covenants)
Cochran's Crossing	Indian Springs (TWA Covenants)
College Park (TWA Covenants)	Panther Creek
Creekside Park	Sterling Ridge
Grogan's Mill	

*Note: Throughout the transition in governance, The Woodlands Community Association (WCA) Covenants and The Woodlands Association Covenants (TWA) continue to be encumbered on property throughout The Woodlands. As prescribed by the Covenants, resident-elected committees serve to facilitate property improvements of their peers and are elected to one-year terms.*

**VILLAGE ASSOCIATION ELECTIONS**  
*(listed in chronological order of formation)*

VILLAGE	POSITION	TERM	ELECTION YEAR
<b>Grogan's Mill</b>	7 Area Reps – At Large	2 year	Odd
	8 Area Reps – At Large	2 year	Even
(residents as of 09/30/18 – 16,528)			
<b>Panther Creek</b>	9A Area Reps – At Large	2 year	Odd
	9B Area Reps – At Large	2 year	Even
(residents as of 09/30/18– 14,549)			
<b>Cochran's Crossing</b>	18 Area Reps – At Large	1 year	
(residents as of 09/30/18 – 16,096)			
<b>Indian Springs</b>	President	2 year	Odd
	Vice President	2 year	Even
	Secretary	2 year	Odd
	Treasurer	2 year	Even
	6 Area Reps – At Large	2 year	Odd
	7 Area Reps – At Large	2 year	Even
(residents as of 09/30/18 – 6,594)			
<i>Indian Springs Village Association (ISVA) candidates for officer positions must have served one term as an area representative or officer.</i>			
<b>Alden Bridge</b>	10 Area Reps – At Large	2 year	Odd
	9 Area Reps – At Large	2 year	Even
(residents as of 09/30/18 – 22,285)			

<b>College Park</b>	President	2 year	Odd
	Vice President	2 year	Even
	Secretary	2 year	Odd
	Treasurer	2 year	Even
	9 Area Reps – At Large	1 year	
<p>(residents as of 09/30/18 – 7,262 Grogan’s Forest and Harper’s Landing; 719 Windsor Hills)</p> <p><i>Nine (9) at large representatives to represent the areas of Grogan’s Forest, Windsor Hills and Harper’s Landing within the Village of College Park.</i></p> <p><i>College Park Village Association (CPVA) candidates for Executive Officer positions must have completed a minimum of two (2) years of service as an Area Representative on the CPVA board or have previously held an Executive Officer position on the CPVA board.</i></p>			
<b>Sterling Ridge</b>	7 Village Directors	2 year	Even
	8 Village Directors	2 year	Odd
(residents as of 09/30/18 – 16,172)			
<b>Creekside Park</b>	President	2 year	Odd
	Vice President	2 year	Even
	Secretary	2 year	Odd
	Treasurer	2 year	Even
	Events Chair	1 year	
	11 Area Reps – At Large	1 year	
(residents as of 09/30/18 – 10,834)			

## IMPORTANT DATES

### For All Candidates

**12/27/18 - 1/17/19**

#### **Filing Period**

The filing period begins December 27, 2018, at 8:30 A.M. and ends January 17, 2019, at 5:00 P.M. Candidates must complete all information on the filing form (found in the *Filing Form Packet*). Candidates for RDRC positions or village association offices can return their completed filing form in person, by mail, or by facsimile to:

The Woodlands Township  
 Attn: February Election  
 2801 Technology Forest Blvd  
 The Woodlands, TX 77381  
 Fax: 281-210-3978

1/23/19

**Deadline to Retract Candidacy**

Any candidate, who decides not to run for office after submitting a filing form must submit a letter, signed by the candidate, requesting that his/her name be removed from the ballot no later than 5 p.m. on Wednesday, January 23, 2019.

**Deadline to File as a Write-in Candidate**

Candidates who are interested in running, but do not file by the regular filing deadline will be able to run as a write-in candidate *only* if they file as such by 5 p.m. on Wednesday, January 23, 2019. Write-in votes will not be counted unless the person whose name is written in has filed a declaration of write-in candidacy by the write-in deadline.

**Cancellation of Unopposed Races**

The election for any Residential Design Review Committee or Village Association that does not have a contested race as of 5 p.m. on January 23, 2019, will be cancelled and the seating and/or filling of vacancies will proceed in accordance with the entity's bylaws.

1/24/19

**Joint Election Committee Meeting—Order of Names on Ballot**

The order in which names of candidates will appear on the ballot will be established by a drawing conducted by the Joint Election Committee at this meeting. All candidates are invited to attend the meeting to observe this drawing. This meeting will be held at 5:00 P.M. at The Woodlands Township, 2801 Technology Forest Blvd.

2/11/19 - 2/15/19

**Convenience (Early) Voting**

The Woodlands Township  
2801 Technology Forest Blvd.

Monday through Friday: 9 A.M. to 5 P.M.

2/16/19

**Election Day**

The Woodlands Township  
2801 Technology Forest Blvd.

8 A.M. to 6 P.M.

**Posting of Election Results**

After the results have been tabulated and verified, the election results will be available online, go to The Woodlands Township website, [www.thewoodlandstowship-tx.gov](http://www.thewoodlandstowship-tx.gov).

Election Process	Start	End	December 2018							
			S	M	T	W	T	F	S	
										1
<b>Filing Packets Available</b>	12.17.18		2	3	4	5	6	7	8	
			9	10	11	12	13	14	15	
			16	17	18	19	20	21	22	
			23	24	25	26	27	28	29	
<b>Filing</b>	12.27.18	1.17.19	30	31						
			January 2019							
			S	M	T	W	T	F	S	
					1	2	3	4	5	
<b>Last Day to File Declaration of Write-In Candidacy</b>	1.23.19		6	7	8	9	10	11	12	
			13	14	15	16	17	18	19	
<b>Last Day to Retract Filing</b>	1.23.19		20	21	22	23	24	25	26	
			27	28	29	30	31			
<b>Joint Election Committee Meeting</b>	1.24.19		February 2019							
			S	M	T	W	T	F	S	
								1	2	
<b>Convenience Voting</b>	2.11.19	2.15.19	3	4	5	6	7	8	9	
<b>Election Day</b>	2.16.19		10	11	12	13	14	15	16	
			17	18	19	20	21	22	23	
			24	25	26	27	28			

## 2018 POLLING LOCATION FOR ALL VILLAGES

The Woodlands Township  
 2801 Technology Forest Blvd.  
 The Woodlands, TX 77381

**Convenience Voting:** Monday, February 11 – Friday, February 15, 2019, from 9 A.M. to 5 P.M.

**Election Day:** Saturday, February 16, 2019, from 8 A.M. to 6 P.M.

## INFORMATION ON UNCONTESTED ELECTIONS

Candidates who are interested in running, but do not file by the deadline will be able to run as a write-in candidate *only* if they file as such by 5 p.m. on Wednesday, January 23, 2019. For any Residential Design Review Committee or Village Association that does not have a contested race as of 5 p.m. on January 23, 2019, the entity's election will be cancelled and the seating and/or filling of vacancies will proceed in accordance with the entity's bylaws. Check The Woodlands Township Website for a list of contested races and cancellations. These changes to the Election Procedures were approved on November 20, 2013 by The Woodlands Township and were implemented beginning with the 2014 elections. Election Procedures are available upon request.

## SIGNAGE CRITERIA

RESIDENTIAL DESIGN REVIEW COMMITTEE AND VILLAGE ASSOCIATION CANDIDATE SIGNS MUST COMPLY WITH THE STANDARDS AND COVENANTS FOR THEIR VILLAGE. THESE DOCUMENTS ARE ON THE WOODLANDS TOWNSHIP WEBSITE UNDER THE COVENANT ADMINISTRATION DEPARTMENT AT <http://www.thewoodlandstowship-tx.gov/covenants>

### State Law

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Section 393 of the Texas Transportation Code states, among others, that:

- A person may not place a sign in the Right of Way of a public road unless the placement of the sign is authorized by State Law.
- An offense under this section is a Class C misdemeanor.

## FREQUENTLY ASKED QUESTIONS (FAQS)

- **Who is eligible to file for positions?**  
Filing is open to Woodlands Township residents and property owners age 18 and over who are ***in good standing***, according to The Woodlands Community Association (WCA) Covenants and/or The Woodlands Association (TWA) Covenants. Some positions require residency and/or property ownership in specific villages (see specific entity's Bylaws for further information.)
- **Do I need to register to vote?**  
Voter registration is not needed to vote in the Residential Design Review Committee and Village Association elections at this time.
- **Who is eligible to vote?**  
All persons 18 years or older who live (as a resident) or own property in The Woodlands and who are members ***in good standing*** are eligible to vote. ***A member is NOT in good standing if they are delinquent in the payment of any previous annual assessment, or other fees or charges (other than user fees as defined in The Woodlands Community Association (WCA) Covenants and/or The Woodlands Association (TWA) Covenants).***
- **How is voter eligibility determined?**  
To determine if someone is eligible to vote, two things must be verified: identity and residency/ownership status.

- **How do I prove my identity?**

A current voter registration card or any form of photo ID (driver's license, student ID, employee ID, etc.) can be used.

- **How do I prove my residency or ownership status?**

Voters can provide any of the following examples of residency or ownership proof:

- A current driver's license
- A current utility bill
- Title or lease papers of the property
- Current bank checks imprinted with an address in The Woodlands
- Current voter registration card

- **I just moved to The Woodlands and none of my identification cards have my new address on them. How can I prove my residency?**

A current utility bill, title or lease papers of your property would be sufficient, along with any form of photo ID.

- **What is the deadline to vote?**

The deadline to vote is February 16, 2019. The polling site is open from 8 A.M. to 6 P.M. Convenience voting is also available for one week prior to the Election Date.

- **I will be out of town on Election Day. Can I vote earlier?**

There are two other methods of voting available to residents and property owners:

- **Absentee Ballots:**  
Call The Woodlands Township office at 281-210-3800 to obtain the absentee ballot and instructions to complete and return the ballot.
- **Convenience Voting:**  
Residents and property owners may take advantage of convenience voting from February 11 through 15, 2019:  
The Woodlands Township  
2801 Technology Forest Blvd.  
Monday through Friday from 9 AM – 5 P.M.

- **How do I find out which village I live in?**

Call The Woodlands Township office at 281-210-3800 prior to Election Day or ask the Election Judges or poll workers at the polling site on Election Day.

- **How do I find out where I can vote?**

All voting in the Residential Design Review Committee and Village Association Election will be held at The Woodlands Township office located at 2801 Technology Forest Blvd.

- **How do I find out the names of candidates during this election?**

The Woodlands Township will issue news releases with names of all candidates. Visit The Woodlands Township website ([www.thewoodlandstownship-tx.gov](http://www.thewoodlandstownship-tx.gov)), or call 281-210-3800.

- **Is proxy voting allowed?**

No, voting by proxy is not allowed.



- **I am not a citizen of the United States; does this mean I cannot vote in the Residential Design Review Committee and Village Association elections?**

U.S. citizenship is not required to vote in the Residential Design Review Committee and Village Association elections. However, U.S. citizenship is required to vote in federal, state and local elections, including those for The Woodlands Township Board of Directors.

- **Can I vote for any of the candidates?**

Eligible voters may cast ballots only in those villages where they reside or own property.

- **Can I write in the name(s) of candidates I am interested in voting for?**

**Note: Write-in votes will not be counted unless the person whose name is written in has filed a statement of write-in candidacy by the deadline of 5 p.m. on January 23, 2019**

The names of any write in candidate will not be posted at any polling location.

## IMPORTANT REMINDERS

- Refer to The Woodlands Township ([www.thewoodlandstownship-tx.gov](http://www.thewoodlandstownship-tx.gov)) for:
  - Covenants and Standards
  - Residential Design Review Committee Bylaws
  - Village Association Bylaws
  - Election information, including Filing Forms
- Read and refer to each individual Residential Design Review Committee and village association Bylaws for candidate eligibility requirements.
- Retrieve your appropriate Filing Form for the office(s) for which you would like to run.
- Complete Filing Forms and submit according to procedure to The Woodlands Township by the filing deadline
- Ballot voting will not be held for races that are uncontested as of 5:00 p.m. on January 23, 2019