2013 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)

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 09/30/12

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	

3 Member Residential Design Review Committee (RDRC), one year terms, for the following village:

Grogan's Mill – East Shore

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**
Grogan's Mill	7 Area Reps – At Large	2 year	Odd
	8 Area Reps – At Large	2 year	Even
	(residents as of 09/30/12 – 15,015)		
Panther Creek	President	2 year	Even
	Vice President	2 year	Odd
	Secretary	2 year	Odd
	Treasurer	2 year	Even
	6A Area Reps – At Large	2 year	Odd
	6B Area Reps – At Large	2 year	Even
	(residents as of 09/30/12 – 14,082)		
Cochran's Crossing	18 Area Reps – At Large	1 year	
	(residents as of 09/30/12 – 15,998)		
Indian Springs	President	2 year	Odd
	Vice President	2 year	Even
	Secretary	2 year	Odd
	Treasurer	2 year	Even
	5 Area Reps – At Large	2 year	Odd
	5 Area Reps – At Large	2 year	Even
	(residents as of 09/30/12 – 6,348)		
	Indian Springs Village Association (ISVA) candidates for officer positions must have served one term as an area representative or officer.		
Alden Bridge	10 Area Reps – At Large	2 year	Odd
	9 Area Reps – At Large	2 year	Even
	(residents as of 09/30/12 – 21,564)		

College Park	President	2 year	Odd
	Vice President	2 year	Even
	Secretary	2 year	Odd
	Treasurer	2 year	Even
	9 Area Reps – At Large	1 year	
	(residents as of 09/30/12 – 6,602 Grogan's Forest and Harper's Landing; 692 Windsor Hills) *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.* *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.*		
Sterling Ridge	7 Village Directors	2 year	Even
	8 Village Directors	2 year	Odd
	(residents as of 09/30/12– 14,451)		
Creekside Park	President	2 year	Odd
	Vice President	2 year	Even
	Secretary	2 year	Odd
	Treasurer	2 year	Even
	Events Chair	1 year	
	6 Area Reps – At Large	1 year	
	(residents as of 09/30/12– 5,300)		

IMPORTANT DATES

For All Candidates

12/27/12 - 1/17/13

Filing Period

The filing period begins December 27, 2012, at 8:30 A.M. and ends January 17, 2013, 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
PO Box 7859
The Woodlands, TX 77387-7859
Fax: 281-210-3978

1/24/13

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 6:00 P.M. at The Woodlands Township, 2801 Technology Forest Blvd.

2/11/13 - 2/15/13

Convenience (Early) Voting

The Woodlands Township
2801 Technology Forest Blvd.

Monday – Friday: 9 A.M. to 5 P.M.

2/16/13

Election Day

The Woodlands Township
2801 Technology Forest Blvd.

8 A.M. to 6 P.M.

Posting of Election Results

The RDRC and Village Association election results will be posted outside The Woodlands Township, 2801 Technology Forest Blvd., after the results have been tabulated and verified. To view the election results online, go to The Woodlands Township website, www.thewoodlandstownship-tx.gov.

Election Calendar

Election Process	Start	End
Filing Packets Available	12.10.12	
Filing	12.27.12	1.17.13
Last Day to Retract Filing		1.23.13
Joint Election Committee Meeting	1.24.13	
Convenience Voting	2.11.13	2.15.13
Last Day to Submit Absentee Ballots		2.15.13
Election Day		

December 2012

S	M	T	W	T	F	S
						1
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
30	31					

January 2013

S	M	T	W	T	F	S
		1	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	30	31		

February 2013

S	M	T	W	T	F	S
					1	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		

2013 Polling Location for All Villages

The Woodlands Township
2801 Technology Forest Blvd. ***(New location)***

Convenience Voting: Monday, February 11 – Friday, February 15, 2012, from 9 A.M. to 5 P.M.
Election Day: Saturday, February 16, 2013, from 8 A.M. to 6 P.M.

SIGNAGE CRITERIA

RESIDENTIAL DESIGN REVIEW COMMITTEE AND VILLAGE ASSOCIATION CANDIDATE SIGNS MUST:

1. Be in good repair and aesthetically pleasing, in keeping with the character of the community.
2. Not be lighted, accompanied by music, sound, balloons or streamers, or be distracting to motorists.
3. Be ground mounted, and not attached in any way to plant material, light standards, or other existing structures or objects.
4. Not exceed 6 square feet in area, and 5 feet in total installed height (including mounting and/or post, if any).
5. Not be placed in the public road right-of-way.
6. Be a placard, banner, flag or device that promotes a candidate or an issue. A 2-sided sign is considered one sign.
7. Not remove trees or other vegetation, for the installation or visibility of the sign.
8. Be made of materials in accordance with the Standards, such as, Plywood, flat rigid plastic, foam board and/or metal. Corrugated fiberglass, plastic and cardboard are not acceptable.
9. Be removed within 24 hours following the day of the election.

- *Trained designees have the right to remove any candidate sign in violation of this standard, County Ordinance and state laws.*
- ***All candidates are urged to review signage limitations with their campaign staff and workers and remove signs immediately after the elections. A clean-up fee may be incurred for signs in violation of the standards. An offense of the County Ordinance is a Class C Misdemeanor and is punishable by a fine up to $500.00. For more information call 281.210.3800.***
- *Residential Design Review Committee or Village Association candidate signs which conform to these Standards are pre-approved and require no application permit or approval.*

Election Day

1. *Residential Design Review Committee or Village Association candidate* signs may be placed at the polling place 24 hours before the regular election day and must be removed within 24 hours following the day of the election.
2. Candidates must keep electioneering and signage at least 25 feet and not more than 200 yards from the outside entrance to the polling site.
3. Electioneering activities at the polling site are limited to the distribution of literature and personal communication.

Convenience Voting

1. Two (2) *Residential Design Review Committee or Village Association candidate* signs promoting each candidate or issue on the ballot may be place at least 25 feet from, but not more than 200 yards from, the outside entrance to the early voting polling site during the 20 day period preceding the date of the regular or runoff election.
2. **One *Residential Design Review Committee or Village Association candidate* sign promoting a candidate for each office or issue on the ballot may be placed on each Single Family Lot (single family dwellings may be detached, or attached, townhouses, duplexes, or condominiums, excluding apartments) and/or each tract of land (commercial properties) with the written consent of the owner beginning the 20th day preceding the regular election day, and must be removed within 24 hours following the day of the regular or runoff election.**
3. Candidates must keep electioneering and signage at least 25 feet from the outside entrance to the polling site.
4. Electioneering activities at the polling site are limited to the distribution of literature and personal communication.

Generic Voting Signs

1. Generic voting signs are displayed during the convenience voting period and on Election Day.

2. Generic voting signs are signs placed or installed by The Woodlands Township which do not advocate or support a particular candidate or issue.
3. The generic voting signs must be removed within 24 hours following Election Day.

State Law

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, 2013. 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 at:
    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), 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?**
  Write in candidates are accepted at the polls for Residential Design Review Committee and village association candidates (please refer to bylaws for specifics.) Any eligible voter can write in the name of any candidate on the ballot form (space is provided.) **Note: Those voting for a write in candidate must not only write in the candidate's name, but also mark the circle on the ballot next to the candidate's name.** There will not be any special procedures for write in candidates and the names of any write in candidate may not be posted at any polling location.

IMPORTANT REMINDERS

- 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.
- Read and refer to each individual Residential Design Review Committee and village association **Bylaws** for candidate eligibility requirements.
- Refer to The Woodlands Township (www.thewoodlandstownship-tx.gov) for:
    - Covenants and Standards
    - Residential Design Review Committee Bylaws
    - Village Association Bylaws
    - Election information, including Filing Forms