



October 21, 2021

## Notice of Virtual Annual Election Meeting

Tuesday, November 16, 2021 at 6:30 p.m.

Registration URL: <https://attendee.gotowebinar.com/register/4773653295743572238>

Webinar ID: 261-556-459

Dear Homeowner(s),

As the Managing Agent for **Bear Creek Ranch Community Association, Inc.**, we are pleased to announce that the Virtual Annual Election Meeting of the Members has been scheduled for **Tuesday, November 16, 2021 at 6:30 p.m.** The purpose of this meeting is to elect one (1) Class A member to the Board of Directors. Enclosed in this packet you will find the Draft Agenda, Proxy, Ballot, and Candidacy Statements. **You may now cast your vote Electronically on your Association's Website at [www.bearcreekranchhoa.com](http://www.bearcreekranchhoa.com)** or you may email, mail, or fax in your Ballot or Proxy using the information provided below.

The annual election meeting cannot be held without the proper quorum; therefore, it is important that you complete and return the proxy in the event that you are not able to attend the meeting. **A Ballot cast electronically shall also count for quorum. If you vote online, please do not return a ballot or proxy and do not assign your proxy to another owner as it will not be counted.**

**Please Note: Floor Nominations and Write-in Candidates cannot be accommodated for an election held virtually.**

**If you do not vote online, it is important that your Ballot or Proxy be returned by 5:00 p.m. on November 15, 2021, in order for it to be counted.**

**There are 4 ways you can vote:**

1. **You may now vote Electronically** on your Association's Website at [www.bearcreekranchhoa.com](http://www.bearcreekranchhoa.com)
2. Email your Ballot or Proxy to [ashlyn@essexhoa.com](mailto:ashlyn@essexhoa.com) or [proxies@essexhoa.com](mailto:proxies@essexhoa.com)
3. Fax your Ballot or Proxy to: (469) 342-8205 ATTN: Ashlyn Nader
4. Mail the Ballot or Proxy to:

Bear Creek Ranch  
C/O Essex Association Management, L.P.  
ATTN: Ashlyn Nader  
1512 Crescent Drive, Ste. 112,  
Carrollton, TX 75006

We look forward to you joining us on **Tuesday, November 16, 2021**. All documentation enclosed will be posted to the Association's website. Only the Owner of record or the proxy holder may cast votes. It is very important that all documents are returned by or before the deadline mentioned above. For any questions, please contact us via the "Contact Us" tab on the Association's website.

Sincerely,

Essex Association Management, L.P., Managing Agent  
On Behalf of Bear Creek Community Association, Inc.

cc: Association File

Enclosures: Draft Agenda, Proxy, Ballot, and Candidacy Statements

Essex Association Management, L.P.  
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