



September 16, 2019

**Notice of Annual / Election Meeting of the Members**

Tuesday, October 15, 2019 at 7:00pm

Dear Homeowner(s) of Travis Ranch,

As the Managing Agent for **Travis Ranch Property Owners Association, Inc.** We are pleased to announce that the Annual /Election Meeting of the Members has been scheduled for **Tuesday, October 15, 2019 at 7:00pm.** The purpose of this meeting is to discuss normal business of the Association, to present information on current Association affairs and to elect one (1) member to the Board of Directors.

Enclosed with this notice you will find the draft agenda, proxy and candidacy form. **Even if you plan on attending, it is important that you return your proxy as unforeseen circumstances may occur, preventing you from being able to attend. The Annual / Election Meeting of the Members cannot be held unless quorum requirements are met, either in person or by proxy. You may assign your proxy to a Member of the Board or to a neighbor of your choice who will be in attendance.**

**Date:** Tuesday, October 15, 2019  
**Time:** 7:00 pm – 8:00pm  
**Location:** Lewis Elementary School  
1309 Luckenbach Drive  
Forney, Texas 75126

**Check in will begin at 6:30pm.** We look forward to seeing you there on **Tuesday, October 15, 2019.** To view the agenda please visit the Association's website at [www.travisranchhoa.com](http://www.travisranchhoa.com). Should you have any questions about the agenda or the upcoming meeting you may submit an inquiry via the "Contact Us" tab and an Essex Association Management representative will respond promptly.

Sincerely,

Essex Association Management, L.P., Managing Agent,  
On behalf of Travis Ranch Property Owners Association, Inc.

cc: HOA file  
Enclosures: Draft Agenda, Proxy, Candidacy Form

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