

CIVIC MEMBER WRITTEN BALLOT
WILLOW CREEK SWIM & TENNIS ASSOCIATION, INC.
FISCAL YEAR 2026 ANNUAL ASSESSMENT INCREASE

Background and Instructions: The Board of Directors of Willow Creek Swim & Tennis Association, Inc. ("Association") proposes an increase in the annual assessments to both the Civic Member Assessment and the Club Member Assessment in excess of 5% effective in 2026. This adjustment is necessary to cover under-funded reserves. Detailed financial information supporting this proposal is available for review on the Association's website. Per the Declaration of Protective Covenants and Permanent Membership for Willow Creek Subdivision, Civic Members may only vote on the increase to the annual Civic Member Assessment increase.

The Board believes annual Civic Member Assessment increase is important for the future of our community and the operation of our Association. Please consider the increase carefully and vote for or against it in the spaces set forth below. Should you have any questions about the annual assessment increase, please contact any Board member.

The undersigned, a Civic Member of Willow Creek Swim & Tennis Association, Inc., hereby acknowledges that financial information supporting the proposed annual assessment increase is available for review. I further acknowledge that my vote and execution of this ballot FOR the proposed annual Civic Member Assessment increase shall serve as an affirmative vote to the increase, and I acknowledge the following:

- (1) **Quorum:** This Written Ballot shall have the effect of a meeting vote pursuant to O.C.G.A. §14-3-707 and Article II, Section 8 of the Amended and Restated Bylaws of the Willow Creek Swim & Tennis Association, Inc. When a vote is taken without a meeting, in order for ballots to be counted, the number of returned ballots must meet the quorum requirement for an in-person meeting. Just as in-person meetings cannot be called to order without a quorum, returned ballots cannot be counted unless a quorum is met. The quorum required for any member meeting vote is the presence, in person or by proxy at the beginning of the meeting, of Permanent Members entitled to cast one-fifth (1/5) of the eligible vote of the Association. (Specifically, 68 Permanent Members of the Association.)
- (2) **Approval of Civic Member Annual Assessment Increase:** In order for the annual Civic Member Assessment increase in excess of five percent (5%) of the previous year's annual assessment to be approved, two-thirds (2/3) of the eligible Permanent Members of the Association must vote to approve the increase. (Specifically, 226 eligible Permanent Members of the Association.)
- (3) **Deadline for Return of Ballot:** In order to be counted, this fully completed and executed Written Ballot must be **received** by the Willow Creek Swim & Tennis Association, Inc. via the ballot box located at Overlook Pool, by mail to WCSTA, P. O. Box 573, Woodstock, GA 30188, by email to secretary@willowcreekliving.org by text message to 770-926-7899 or by hand delivery to any Board representative by **6:00 p.m. on September 30, 2025**.
- (4) **Record Date:** The record date for determining eligibility to vote is August 1, 2025.

Using this Written Ballot, please indicate your vote as being either "For" or "Against" each of the annual Civic Member Assessment increase by marking an "X" or checkmark in the appropriate space below:

FOR Increasing the annual Civic Member Assessment from \$175.04 to \$250.04 for fiscal year 2026.

AGAINST

Owner Signature

Address

Owner Name (Print)

Date