

**BALCONES CREEK RESIDENTIAL COMMUNITY, INC.**  
**14603 Huebner Road, Building 40**  
**San Antonio, Texas 78230**  
**Telephone: 210-561-0606 \* Fax: 210-690-1125**

**2026 ANNUAL MEETING NOTICE**

**January 26, 2026**

**Notice is hereby given: The Annual Meeting of the Balcones Creek Residential Community will be held:**  
**Date: February 9, 2026**  
**Time: 6:30 PM**  
**Location: Oak Hills Church -ENTER PARKING LOT OFF SUMMER OAKS**  
**19595 I-10**  
**San Antonio, TX 78257**

**AGENDA ANNUAL MEETING OF THE GENERAL MEMBERSHIP**

- ❖ Call to Order – 6:30 PM
- ❖ Opening Remarks
- ❖ Proof of Notice – January 26, 2026
- ❖ Determination of quorum
- ❖ Approval of Meeting of 1-27-2025-**Posted on portal-Douments-Main-Meetings-2026**
- ❖ Directors' Report
- ❖ Financial Report-2026 Budget- **Posted on portal-Douments-Main-Meetings-2026**
- ❖ Voting on one (1) Board of Director position for a three (3) year term.
  - Nominees:
    - Luis Hernandez
    - Willaim James
    - No nominations from the floor
  - All absentee ballots must be received by **3:00 pm on February 9, 2026.**
- ❖ For **electronic voting** (instructions enclosed) you will need to log into your account on the Homeowner Portal, via [www.balconescreekboerne.com](http://www.balconescreekboerne.com). If you have not yet logged into your portal and need help, please email [jennifer@damctx.com](mailto:jennifer@damctx.com) or call the Diamond office at 210-561-0606 for assistance.
- ❖ New Business-**Please submit questions/comments by 5:00 PM February 4, 2026 to [eva@damctx.com](mailto:eva@damctx.com)**
- ❖ Adjournment:

**BALCONES CREEK RESIDENTIAL COMMUNITY  
ORGANIZATIONAL MEETING OF  
THE BOARD OF DIRECTORS**

**Date:** February 9, 2026  
**Time:** Immediately following the Annual Meeting  
**Location:** Oak Hills Church  
19595 I-10  
San Antonio, TX 78257

*At any time during the open Board Meeting, and pursuant to Section 209.0051(c) of the Texas Property Code, the board may meet in closed executive session for consultation concerning attorney – client matters, such as personnel matters, pending or threatened litigation, contract negotiations, enforcement actions, confidential attorney communications, matters involving the invasion of owners' privacy; or matters involving parties who have requested confidentiality and the board has agreed to honor that request.*

**The Board of Directors will consider the following agenda items which shall be presented for deliberation and/or action:**

- ❖ **Call to Order**
- ❖ **New Business:**
  - Election of Officers
- ❖ **Adjournment**

**CALL TO SERVE NOTICE:**

There is one (1) Board of Director position for a three (3) year term to be voted upon at the annual meeting. Homeowners who are interested in running for the Board, please fill out the Candidate Profile Form below and return to Diamond Association Management & Consulting, at the location listed at the bottom of this form by **5:00 PM on January 22, 2026**. All Candidate Profile forms received will be included in the formal annual meeting notice to be distributed prior to the annual meeting. If you have any questions, please call Diamond at (210) 561-0606.

**SAVE THE DATE  
ANNUAL MEETING****DATE:** February 9, 2026**TIME:** 6:30PM**LOCATION:** Oak Hills Church  
19595 IH 10 West  
San Antonio, TX 78257**BALCONES CREEK RESIDENTIAL COMMUNITY  
BOARD OF DIRECTORS - CANDIDATE PROFILE FORM****NAME:** Luis Hernandez**ADDRESS:** \_\_\_\_\_**HOME PHONE:** \_\_\_\_\_ **WORK PHONE:** \_\_\_\_\_**1. FAMILY** Shelley Hernandez**2. EMPLOYMENT:** Finacial Advisor**Brief Job Description:** I work with small business and families to protect and prosperEspecialize in business succession planning, Long term care, Investments & college funding**3. PREVIOUS VOLUNTEER INVOLVEMENT:** Special Olympycs, Big Brother, Big Sister,  
American Cancer Society, Rotary Club & CRIT, SAHCC**4. OTHER PROFESSIONAL, CIVIC, OR SPECIAL INTEREST COMMITTEE OR GROUP  
INVOLVEMENT:**Board member of AEM, SAMFCO, Israely ChabadChamber of Commerce**5. WHAT IS YOUR BIGGEST CONCERN REGARDING OUR COMMUNITY:**Servicing our community members, maximizing our services and expediting support**I acknowledge that if elected to serve on the Board of Directors I will accept those responsibilities as described in the Bylaws.****Signed:** Luis Hernandez **Date:** 1/14/2026

**Please Return to Diamond Association Management & Consulting (Email, Mail or Fax)  
by 5 pm on January 22, 2026, to be included on the Ballot.**

**14603 Huebner Road, Building 40, San Antonio, TX 78230 / Fax: (210) 690-1125 / Email: [jennifer@damctx.com](mailto:jennifer@damctx.com)**

Dear Members of the Balcones Creek Community and Nominating Committee,

I am writing to formally express my interest in being nominated to serve on the Balcones Creek Homeowners Association Board. As a committed resident and long-standing business professional, I would be honored to contribute my experience, perspective, and dedication to the continued success of our community.

I bring more than 25 years of business leadership experience, including a distinguished career in broadcast television where I served in senior executive roles with Univision and Telemundo. In recent years, I transitioned into the financial services industry, where I now own and operate my own practice, primarily serving small business owners with a focus on long-term planning, risk management, and sustainable growth. Throughout my career, I have been entrusted with fiduciary responsibility, strategic decision-making, and collaborative leadership—skills that translate directly to effective HOA governance.

Beyond my professional background, I am deeply guided by a commitment to service and strong family values. My wife, Shelley, and I are proud parents of two adult children, and family remains the cornerstone of everything I do. We chose this community because of its shared values, sense of pride, and focus on quality of life—principles I am eager to help preserve and strengthen.

Community involvement has always been important to me. I actively support nonprofit organizations and maintain an ongoing commitment to volunteer service and civic engagement. I believe an HOA board functions best when its members listen carefully, act transparently, and make decisions that balance fiscal responsibility with the long-term wellbeing of residents.

I would welcome the opportunity to serve Balcones Creek with integrity, professionalism, and a collaborative mindset. Thank you for your time and consideration. I look forward to the possibility of contributing to our community in this meaningful capacity.

Respectfully,

Luis Hernandez Balcones Creek Resident

**CALL TO SERVE NOTICE:**

*There is one (1) Board of Director position for a three (3) year term to be voted upon at the annual meeting. Homeowners who are interested in running for the Board, please fill out the Candidate Profile Form below and return to Diamond Association Management & Consulting, at the location listed at the bottom of this form by 5:00 PM on January 22, 2026. All Candidate Profile forms received will be included in the formal annual meeting notice to be distributed prior to the annual meeting. If you have any questions, please call Diamond at (210) 561-0606.*

**SAVE THE DATE  
ANNUAL MEETING**

**DATE:** February 9, 2026

**TIME:** 6:30PM

**LOCATION:** Oak Hills Church

19595 IH 10 West

San Antonio, TX 78257

**BALCONES CREEK RESIDENTIAL COMMUNITY  
BOARD OF DIRECTORS - CANDIDATE PROFILE FORM**

**NAME:** William (Bill) James

**ADDRESS:**

**HOME PHONE:** - - - - - **WORK PHONE:**

**1. FAMILY** Renee James (Wife)

**2. EMPLOYMENT:** Oak Hills Church

**Brief Job Description:** Director of Safety & Security

Retired Veteran and Federal Agent

**3. PREVIOUS VOLUNTEER INVOLVEMENT:** Various groups and teams at Oak Hills Church.

**4. OTHER PROFESSIONAL, CIVIC, OR SPECIAL INTEREST COMMITTEE OR GROUP INVOLVEMENT:**

Currently serves as the Balcones Creek HOA VP.

**5. WHAT IS YOUR BIGGEST CONCERN REGARDING OUR COMMUNITY:**

That we manage our funds responsibly and that we provide complete transparency to all of our residents.

Ensure that every voice is heard and everyone feels valued.

When decisions are made we act in the best interest of the community as a whole.

**I acknowledge that if elected to serve on the Board of Directors I will accept those responsibilities as described in the Bylaws.**

**Signed:**  **Date:** 21JAN2026

Please Return to Diamond Association Management & Consulting (Email, Mail or Fax)  
by 5 pm on January 22, 2026, to be included on the Ballot.

14603 Huebner Road, Building 40, San Antonio, TX 78230 / Fax: (210) 690-1125 / Email: jennifer@damctx.com

**BALCONES CREEK RESIDENTIAL COMMUNITY, INC.**  
**14603 Huebner Road, Building 40**  
**San Antonio, Texas 78230**  
**Telephone: 210-561-0606 \* Fax: 210-690-1125**

**VOTING INSTRUCTIONS**

The Texas Property Code was amended by the Texas Legislature to provide that voting rights of owners in property owners associations may be cast or given:

In person or by proxy or electronically, at a meeting of the property owners' association.

To vote **"in person"**-

1. Email your **ABSENTEE BALLOT** to [jennifer@damctx.com](mailto:jennifer@damctx.com) for Annual Meeting to be held on **February 9, 2026. Must be received by 3:00 pm on February 9, 2026.**
2. Mail: Balcones Creek Residential Community Association  
Attn: Elections Administrator  
14603 Huebner Rd., Bldg. 40  
San Antonio, TX 78230  
**Must be received by 3:00pm February 9, 2026.**
3. Fax: 210-690-1125, Attn: Balcones Creek Election Administrator. **Must be received by 3:00 pm February 9, 2026.**

To vote **electronically** please follow the directions indicated below:

Electronic Voting will **open on January 28, 2026 at 12:01 AM and close at 3:00 PM on February 9, 2026.**

1. You ***must*** be registered on the HOA portal, via [www.balconescreekboerne.com](http://www.balconescreekboerne.com). If you are not yet registered and need assistance with this, please contact Jennifer at [jennifer@damctx.com](mailto:jennifer@damctx.com) for your account number, login instructions, etc. You may also call 210-561-0606 for assistance.
2. Login to the portal and from the Homepage, click on **Election**, then **Vote Now**, and then continue. Follow the prompts, as they are provided. After you have made your selections, be sure to **Submit** your ballot.

To vote by **PROXY**, please fill out and sign the attached **Directed Proxy** form and give it to the person you name to act as your proxy. Alternatively, you may return it using one of the methods listed above (email, mail, or fax). Voting by proxy is naming a trusted person to **vote on your behalf. Must be received by 3:00 pm on February 9, 2026.**

**BALCONES CREEK RESIDENTIAL COMMUNITY, INC.**  
**14603 Huebner Road, Building 40**  
**San Antonio, Texas 78230**  
**Telephone: 210-561-0606 \* Fax: 210-690-1125**  
**ABSENTEE BALLOT**

This ballot is also for the purpose of establishing a quorum for the meeting. To be valid, the ballot must be fully completed and signed.

**Board of Directors:** Voting on one (1) Board of Director position for a three (3) year term.  
You may vote for one (1) by checking the box to the left of his/her name. **Voting for *more than one* (1) individual will disallow this vote.**

<input type="checkbox"/> <u>Luis Hernandez</u>	<input type="checkbox"/> <u>William James</u>	<input type="checkbox"/> _____	<input type="checkbox"/> _____
<input type="checkbox"/> _____	<input type="checkbox"/> _____	<input type="checkbox"/> _____	<input type="checkbox"/> _____

**THE FOLLOWING INFORMATION IS REQUIRED. FAILURE TO COMPLETE THE INFORMATION  
BELOW AND SIGN THE BALLOT WILL RENDER IT INVALID.**

\_\_\_\_\_  
Date                      Contact Phone Number

\_\_\_\_\_  
Member (Please print your full name)

\_\_\_\_\_  
Property Address

\_\_\_\_\_  
Signature

**BALCONES CREEK RESIDENTIAL COMMUNITY, INC.**

**14603 Huebner Road, Building 40**

**San Antonio, Texas 78230**

**Telephone: 210-561-0606 \* Fax: 210-690-1125**

**DIRECTED PROXY**

The undersigned, a member of the Balcones Creek Residential Community Association, hereby appoint the Secretary or \_\_\_\_\_ to act as proxy for the undersigned, at the annual meeting of the members of the Association to be held on **February 9, 2026 at 6:30 p.m.** and any reconvening of such meeting.

This proxy is also for the purpose of establishing a quorum for the meeting. To be valid, the proxy must be fully completed and signed.

**I hereby direct my proxy to vote as follows according to the number of votes that the undersigned would be entitled to vote if then present:**

**Board of Directors** Voting on one (1) Board of Director position for a three (3) year term.

You may vote for one (1) by checking the box to the left of his/her name. **Voting for *more than one* (1) individual will disallow this proxy vote.**

<input type="checkbox"/> <u>Luis Hernandez</u>	<input type="checkbox"/> <u>Willaim James</u>	<input type="checkbox"/> _____	<input type="checkbox"/> _____
<input type="checkbox"/> _____	<input type="checkbox"/> _____	<input type="checkbox"/> _____	<input type="checkbox"/> _____

---

**THE FOLLOWING INFORMATION IS REQUIRED. FAILURE TO COMPLETE THE INFORMATION BELOW AND SIGN THE BALLOT WILL RENDER IT INVALID.**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Contact Phone Number

\_\_\_\_\_  
Member (Please print your full name)

\_\_\_\_\_  
Property Address

\_\_\_\_\_  
Signature