

**NOTICE OF SPECIAL ASSESSMENT VOTE**  
**TWIN PINES HOMEOWNERS ASSOCIATION**

**BALLOT ENCLOSED**

November 24, 2025

Dear Homeowner:

As members of a community association, we all enjoy many advantages, while also sharing responsibility for the well-being of our community. As you know, an insurance risk assessment revealed that all electrical panels were outdated and posed fire and safety hazards. Accordingly, the Board took the necessary steps and determined major electrical upgrades will cost the Association approximately \$428,588. These costs factor in required electrical project costs, project contingencies, construction management fees, management and legal fees, as well as bank loan fees. The current Board has determined, based on consultation with professionals, that these electrical upgrades in the Common Area must be completed.

As part of its overall maintenance obligations and considerations for additional financial needs over the next 5 years, the Board recommends a special assessment, and has sought out an HOA Loan, to cover third party vendor contracts associated with this major electrical project, including administration, Inspector of Elections and legal fees to be **approximately \$13,418 per Unit**.

**SPECIAL ASSESSMENT**

As you are likely aware, the Association does not have enough money in its reserve account to fund the immediate costs related to the Repair Project. As such, a **Special Assessment in the amount of \$428,588 is needed from the Members<sup>1</sup>**. **If the Special Assessment passes, please be advised that all Members are responsible for a Special Assessment in the amount of \$13,393 per Unit. The allocation of this assessment is to be shared equally among the Units, according to Article IV, Section 4.3(c).**

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<sup>1</sup> Pursuant to Art. IV, Section 4.3(a) of the First Amended Declaration of Covenants, Conditions and Restrictions for Twin Pines Homeowners Association, Document No. 13499693, recorded in the official records of Santa Clara County, California on October 29, 1996 ("CC&Rs"), and consistent with Civil Code §5605, the Board may levy a special assessment for the purpose of defraying, in whole or in part, the cost of any construction, reconstruction, repair or replacement of a capital improvement upon the Common Area with the approval of a majority of a quorum of the voting power of the Association. A "quorum" means "more than 50% of the members". That would require 17 of the 32 Units to return a ballot and at least 9 to vote in favor to approve.

**If the Special Assessment does NOT pass**, the Board may exercise its discretionary authority to increase Regular Assessments without a membership vote up to 20% each year; or exercise its discretionary authority to impose without a membership vote a Special Assessment up to 5% of the Association's budgeted gross expenses until the Reserve Accounts are repaid.

## **PAYMENT OPTIONS**

Members can opt to (1) pay a one-time payment of \$13,418 (\$13,393 + \$25 accounting fee), due 30-60 days from the date the measure passes or (2) should an HOA loan be approved, monthly payments at approximately \$262.06 for 5 years (based upon an estimated 6.5% interest rate) plus the following fees: \$25 one-time special assessment accounting set up fee, \$975 one-time estimated lien agreement and recording fee, and \$5 per month special assessment accounting fee for the length of the loan. The installment payments are due on or before the first day of each month, beginning 30-60 days from the date the measure passes, and delinquent if not paid within 15 days after that due date, otherwise the Association will impose fees and interest as set forth in Article IV, Section 4.9, of the CC&Rs, which are \$10 or 10% of the delinquent assessment, whichever is greater.

Please keep in mind that even if you do not need to pay your Special Assessment in installments, your neighbors may need to. **Members are still required to pay the entirety of the \$13,418 Special Assessment per Unit regardless of whether Members elect to pay in installments. If not paying in installments, members must pay their Special Assessment in one lumpsum payment between 30-60 days after the Special Assessment is approved. The Special Assessment becomes the personal obligation of the Unit owner and is due and payable in full if the Unit owner transfers title prior to the completion of payments under the payment plan.**

## **VOTING DETAILS**

Ballots must be **received** by the Inspector of Elections, The HOA Election Guys, Inc, c/o Twin Pines Homeowners Association by mail or hand delivery at 27472 Portola Pky, #205-412, Foothill Ranch, CA 92610 by **12 p.m. [Noon] on January 8, 2026** in order for it to be considered by the Inspector of Elections. Please remember that it is the responsibility of each member to ensure their

ballot is received by the Inspector by the deadline. **Please be sure to read and follow the instructions for completing and returning your ballot so that your vote is received and counted.**

The Board meeting in which ballots will be opened and tabulated will be held on January 8, 2026 at 5:00 p.m. The Board meeting will be held via Zoom, however, if you are unable to use your own device to observe the Zoom meeting you may attend at 1921 Rock St Unit 26, Mountain View CA 94043. Below please find the Zoom information:

URL: <https://commoninterest.zoom.us/j/89785112198>

Meeting ID: 89785112198

Passcode: 644427

For more information about the need and urgency of this project, please review the Townhall presentation slides, FAQ, and all related documents, which can be found in the homeowner portal under the **Special Assessment – 2025 Electrical Panel Replacement** folder. <https://portal.commoninterest.com/login>

The Board encourages all Members to consider the importance of their investment in this community and the positive impact of the Electrical Upgrades.

If you should have any questions associated with Special Assessment or the Electrical Replacement project or the ballot enclosed, you are welcome to contact the Association's Project Manager, Paul Rallonza, at 925-743-3080 ext. 553 or e-mail [prallonza@commoninterest.com](mailto:prallonza@commoninterest.com).

**Please return the enclosed ballot and vote on this very important Special Assessment!**

Sincerely,

Your Board of Directors