



**Burbank Hill Community Association**

c/o The HOA Election Guys, Inc  
27472 Portola Pkwy #205-412  
Foothill Ranch, CA 92610

**DO NOT DISCARD THIS PAGE**

The perforated stub at the bottom will need to be signed and returned with your ballot.

In addition to this notice, this package contains the following:

1. One Official Ballot
2. One double-window envelope
3. One smaller Secret Ballot envelope

\* *No candidate statements were provided.*

Powerstone - Matthew Wells  
1 Boardwalk Ave, Ste 102  
Thousand Oaks, CA 91360

January 5, 2026

A Meeting of the Members will be held as follows:

Date: February 9, 2026 (All mailed ballots must be received by us by February 8, 2026)  
 Time: 7:00 PM  
 Location: via zoom.com (Zoom info will be posted at: [www.TheHOAElectionGuys.com/burbankhill](http://www.TheHOAElectionGuys.com/burbankhill))

If you do not have the ability to access zoom, the following physical location will be available with a device to access the zoom meeting: **Powerstone – 1 Boardwalk Ave, Ste 102, Thousand Oaks, CA 91360**

This Meeting of the Members is being held to vote on the election of TWO (2) directors.

For the election to be held, a quorum of the membership must return a ballot, or attend the meeting.

The Burbank Hill Community Association bylaws define a quorum as “25%” of the voting power of the association, or 33 members. This quorum requirement is lowered to 20% (26 members) at a reconvened meeting. If quorum is not reached at any meeting, the members in attendance at the meeting may vote to either (a) reconvene the meeting to a later date, or (b) close the meeting without reconvening, meaning no election will take place (this is done via a voice vote of the homeowners present at the meeting). If a meeting is reconvened the deadline for receiving ballots will be extended as well. Please return your ballot so that we can meet quorum!

If you have any questions, please do not hesitate to contact your association’s Inspector of Elections. The HOA Election Guys, Inc can be reached at (888) 380-3332 or by email at [info@thehoaelectionguys.com](mailto:info@thehoaelectionguys.com)

Detach along perforated line and place this stub in the provided window envelope.  
Please make sure that the addresses are showing through the windows.

**OWNER SIGN ABOVE** (only one owner’s signature is required) **Signature must show through window or ballot will not be counted!**

Powerstone - Matthew Wells  
1 Boardwalk Ave, Ste 102  
Thousand Oaks, CA 91360

**Instructions:**

- 1) Cast your vote(s) on the enclosed ballot.
- 2) Insert ballot into the smaller Secret Ballot envelope.
- 3) Insert the sealed Secret Ballot envelope into the window envelope.
- 4) Sign this stub in the left corner (**your ballot will not be counted if you do not sign this stub**)
- 5) Detach and insert this stub into the window envelope, making sure your signature and the addresses are showing through the windows.
- 6) Mail your ballot  
(if not provided, make sure you apply postage!)

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