



**Coto De Caza Terrace
Homeowners Association**
c/o The HOA Election Guys, Inc
27472 Portola Pkwy #205-412
Foothill Ranch, CA 92610

Polly McDonald
Seabreeze Management
26840 Aliso Viejo Pkwy Suite 100
Aliso Viejo, CA 9265

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
4. One double-sided page of candidate statements

Please note: The candidates are solely responsible for the content in their statements, neither the Association, nor the Inspector of Elections have redacted or edited any of the content in the statements enclosed in this election package

March 5, 2026

A Meeting of the Members will be held as follows:

Date: April 21, 2026
Time: 4:00 PM
Location: CZ Master Office – 30021 Tomas, Rancho Santa Margarita, CA 92688
All mailed ballots should be received by us by April 20, 2026.

This Meeting of the Members is being held to vote on the election of **FIVE (5) directors** to the Board of Directors and **ONE (1) delegate** to the Master Association. A vote on IRS Revenue Ruling 70-604 will also take place to address potential excess funds and reduce tax liabilities.

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

The Coto De Caza Terrace Homeowners Association bylaws define a quorum as “51%” of the voting power of the association, or 62 members. This quorum requirement is lowered to 20% (24 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

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!**

Polly McDonald
Seabreeze Management
26840 Aliso Viejo Pkwy Suite 100
Aliso Viejo, CA 9265

**Coto De Caza Terrace
Homeowners Association**
c/o The HOA Election Guys - CotoDeCazaTerraceFILE
27472 Portola Pkwy #205-412
Foothill Ranch, CA 92610

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!)

CANDIDATE STATEMENTS
(Additional statements on reverse)

Karen Boyd

I'd like to serve on the Terraces HOA Board because I care about our community and want to stay involved in helping it be a great place to live.

I've already enjoyed being part of bringing neighbors together here. I was responsible for suggesting to the board the free little library, and my husband and I organized the pool potlucks as a way to help people connect and get to know each other. I believe a strong community is built not just on well-kept common areas, but on relationships and open communication.

I am a 11 year resident of the Terraces and I'm someone who listens, works well with others, and takes responsibility seriously. I want to help make thoughtful, practical decisions that reflect the needs of homeowners and support both quality of life and property values.

I'd be happy to serve on the Board and contribute my time and energy to the Terraces community.

Dena Costello

To Whom it may Concern:

I am writing to express my interest in becoming a Board Member for the Terraces Association. As a resident of the Terraces, I believe I can contribute positively to the efforts of the association. I would hope to foster a sense of community, local initiatives and addressing the needs of our neighborhood.

Having lived in the area for close to 15 years, I am excited about the opportunity to get more involved and support the association visions and goals for the of communities well being. I am eager to collaborate with other members, share ideas and work together toward enhancing the quality of living for all residence within our community.

As a recent retiree with over 40 years in the Healthcare industry, I bring the experience of working with diversified teams to provide solutions and outcomes that serve all entities.

I look forward to learning more of being a part of our wonderful community. Thank you for considering my application. I am excited about the potential to contribute and engage with fellow residents.

Sincerely,

Dena Costello
52 Via Candelaria

CANDIDATE STATEMENTS
(Additional statements on reverse)



A Note from The Inspector of Elections:

After the nomination period closed, we received a nomination from the member below. As this nomination came in after the nomination period had closed, we are not able to print their name on the ballot. You can vote for this member by writing their name on the ballot, and casting vote(s) as you would for any of the other candidates. Please note that this member, or any other write-in candidates, would need to be nominated from the floor of the meeting to be elected to the board.

Joe Kaufman

No statement was provided by this candidate.