



Villa Cynthia Condominium Association, Inc.

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
4. One page Board of Directors Letter

ASHLEY COLEMAN
Neighborhood Community Management
2828 Cochran Street, #281
Simi Valley, CA 93065

June 9, 2026

A Ballot Counting Meeting will be held as follows:

Date: July 14, 2026 (All mailed ballots should be received by us by July 13, 2026)
 Time: 2:30 PM
 Location: via zoom.com (Zoom info will be posted at: www.TheHOAElectionGuys.com/cynthia)

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:
The HOA Election Guys – 22521 Avenida Empresa, Ste 120, Rancho Santa Margarita, CA 92688

This Meeting is being held for a vote of the members to approve a special assessment of \$120,000, or \$10,000 per unit, to replenish both the reserve and operating accounts. Please see the enclosed letter from the Board of Directors for more information.

For the ballots to be counted, a quorum of the membership must return a ballot. Pursuant to California Civil Code section 5605(d)(3) a quorum of "more than 50%" of the membership is needed, or 7 ballots. If sufficient ballots to meet a quorum are not received by the initial ballot-counting meeting or if additional participation by the membership is deemed in the best interests of the Association, the Board of Directors and Inspector of Elections reserve the right to repeatedly adjourn the ballot-counting meeting and extend the voting deadline.

Once quorum has been achieved, a majority of the ballots cast needs to vote in favor in order for the special assessment to be approved.

Please note: Villa Cynthia has a Board of Directors election taking place at the same time as this one. Election material for each will arrive separately in its own ballot package. Please keep ballots separate and return them in their distinct return envelopes. Do not send ballots together in the same return envelope.

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!**

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Neighborhood Community Management
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Simi Valley, CA 93065

Villa Cynthia Condominium Association, Inc.
c/o The HOA Election Guys - VillaCynthiaFILE_ASSESSMENT
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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!)

Subject: Notice of Proposed Special Assessment and Budget Update- Villa Cynthia

Dear Homeowners,

The Board of Directors met on Monday, April 27, 2026, at 3:00 p.m. via Zoom to approve the VC 2026 operating budget and review the Association's financial strategy for the remainder of 2026 and into early 2027.

We are pleased to report that, effective June 1, 2026, regular monthly assessments will remain unchanged at \$1,530 per unit.

Due to significant unanticipated expenses earlier this year, the Board is proposing a **special assessment totaling \$120,000**, subject to membership approval. These expenses include extensive garage and building repairs—particularly plumbing and millwork (windows, trim, and pergola)—as well as additional costs associated with the SKS project, which exceeded the original bid.

As a result, both operating funds and reserve balances have been substantially reduced. The proposed special assessment is intended to restore the Association's financial stability and ensure adequate funding for ongoing and upcoming obligations.

Assessment Details:

- **Total amount:** \$120,000
- **Per unit:** \$10,000 (12 units total)
- **Payment schedule:** Payable over three months

Allocation of Funds:

- \$80,000 – Reserve account replenishment
- \$40,000 – Operating account replenishment for 2026 project overages

Upcoming Work:

- Completion of the third work order for the SKS project, including tile repairs and garage plumbing line work (estimates in progress)

The Board has carefully considered options to address these financial needs. We believe a one-time special assessment is the most prudent approach, as it allows the Association to meet its obligations without imposing a significant and potentially permanent increase in monthly dues.

We respectfully ask for your support and vote in favor of this special assessment.

Additional details are provided in the enclosed materials. A Board meeting will be scheduled (date to be determined) via Zoom to tabulate votes. Please submit your ballot promptly.

If you have any questions, please contact management.

Sincerely,
Board of Directors