



The Colonial Gardens Homeowners 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
4. Two sheets 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.

Associa Northern California - Jeff Boyd
7901 Stoneridge Drive, Suite 207
Pleasanton, CA 94588

January 3, 2025

A Meeting of the Members will be held as follows:

Date: February 6, 2025 (All mailed ballots should be received by us by February 5, 2025)
 Time: 6:00 PM
 Location: via zoom.com (Zoom info will be posted at: www.TheHOAElectionGuys.com/colonialgardens)

Physical location to attend the zoom meeting: Associa – 7901 Stoneridge Drive, Suite 207, Pleasanton, CA 94588

This Meeting of the Members is being held to vote on the election of TWO (2) directors. 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 Colonial Gardens Homeowners Association bylaws define a quorum as “25%” of the voting power of the association, or 16 members. This quorum requirement is lowered to 20% (13 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!**

Associa Northern California - Jeff Boyd
7901 Stoneridge Drive, Suite 207
Pleasanton, CA 94588

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!)

The Colonial Gardens Homeowners Association

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

CANDIDATE STATEMENTS

Telia Jones

I have been a Homeowner since 2003 and I have served on the board in the past . I am running to be on the board to provide a voice for the Homeowners. I attend board meetings because I care about the community and feel that it is in our best interest to help guide the direction of our community.

Ruth Zamarripa

I am thankful for being able to serve on the HOA board these past few years. As new and first time home owner, I fully wanted to participate in the HOA and support our community. I have had the privilege of serving on the board and would appreciate to continue this service. I look forward to continuing supporting my fellow homeowners as a board member. Thank you!

John Owens - Candidate For Colonial Gardens Homeowners Association Board of Directors

My name is John Owens. I'm currently a member of the Colonial Gardens board of directors and I'm running for re-election. I'm also secretary to the board, one of the jobs that comes with being a member. I'd like to continue being both.

I've only been on the board for about a year (I replaced another member when he moved away) but I've lived in Colonial Gardens for almost thirty years and I share an interest with all of you in the welfare of our community. We have our individual homes, of course, but we also share ownership of the buildings, grounds and infrastructure throughout the complex. What happens with landscaping, parking lots, buildings, even those located two blocks from our residences, affects all of us. It's in our mutual interest to ensure that the entire complex is properly managed, maintained and preserved, and to ensure that the association is at all times in a financial position to do whatever is necessary achieve those objectives.

We've placed responsibility for furthering those interests in the hands of our board of directors. As a result, what the board does to carry out that responsibility determines how well our common interest is served. Obviously this responsibility is a serious matter, but it's one that I'd like to continue having. That being so, I'd like to share my perspective on management of our association.

An Overview

As I see it, there are three general areas in which the board exercises its management responsibility. Virtually every action that the board takes falls into one of these categories:

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- Oversight of routine business, ongoing maintenance and preservation of the community
- Financial planning and management
- Betterment of the community, its surroundings and circumstances

1. Oversight of Routine Business, Ongoing Maintenance and Preservation of the Community

The board is responsible for planning, directing and overseeing the association's regular business activities as well as ongoing, periodic and emergent maintenance and repair activities within the complex. Proper execution of these responsibilities involves substantially more than making casual decisions that things need to be done and then finding someone to do them.

In very general terms, as I see it, the board's responsibility in each case is to (1) assess each situation that requires attention, identifying the present circumstances and their deficiencies; develop a clear understanding of the objective to be achieved by any action taken; identify alternative courses of action that would achieve that objective together with their advantages, disadvantages and financial implications; (2) develop a financially realistic plan of action based on the foregoing that will achieve the desired result with minimum (if any) negative implications; vet and select professionals needed to perform the work; (3) implement the plan, monitor its progress on a continuing basis, making adjustments if needed to ensure that the intended objective will be achieved; (4) evaluate the results after the plan has been completed to ensure that the goal has been met; if necessary, identify deficiencies in the result and make appropriate corrections (repeating necessary elements of steps 1 through 3 to do so).

In practice the process would be a lot more complex than what's described above but the key in each case is thoughtfulness, thoroughness and care in performing each step, consideration of all reasonable alternatives and their implications, prudence and the application of considered judgment.

Based on my limited experience with the board, I'd say that we've done reasonably well handling this responsibility. But I think we can do better. There's always room for that and my hope is to work with the other members of the board to achieve it.

2. Financial Planning and Management

Virtually everything the board does to maintain our complex requires funding and that brings two circumstances that can be very much at odds into play. First, funding for necessary activities must be obtained from us, the homeowners, but what we're able to contribute for that purpose isn't unlimited. Second, the first consideration notwithstanding, our contribution to funding must cover the entire cost of general operations, repair and often expensive maintenance projects if our community is to be preserved.

In my opinion, these competing factors are most effectively harmonized by (1) keeping our primary objective - the preservation of our community - clearly in mind when considering financial matters; (2) evaluating each proposed action that would require an expenditure in terms of its value in meeting our recognized objective; (3) acknowledging that furthering that objective will unavoidably involve meeting both monthly expenses and the often substantial cost of maintenance and repair projects; (4) planning to meet expenses by taking a long view of financial need - using professional assistance as necessary, projecting the times at which funding will be needed in the future, calculating the cost that will be involved at that time, and developing a plan for accumulating the necessary funding over an extended period prior to the point at which it's needed; (5) reevaluating the plan regularly to ensure that it's achieving the desired result and making adjustments to it if necessary. The desired and likely result of this approach, availability of funds when they're needed but with homeowners' monthly contributions minimized to the greatest possible extent by distribution over time.

That's only a summary of what's actually a very complex process, of course. But in my view what's of the greatest importance in that summary is that the board follow a goal oriented planning and decision making process, without reluctance to expend funds when necessary to achieve our objective but expending our funds only on activities that will do so.

There's room for improvement in all things and I think this is an area in which we can redouble our effort and improve substantially. I'd very much like to work with the rest of the board in this respect and contribute to that improvement.

3. Betterment Of Our Community, Its Surroundings and Circumstances

There are many things beyond basic preservation of the complex that can be done to improve our lives here. There are problems that occur from time to time to which solutions can be found; situations that present no difficulties as such but still could be changed and improved. Things that could enhance the appearance of our community, make it safer, more convenient, or simply make it a pleasanter place to live.

The board doesn't have the only good ideas along these lines; all of us should contribute in this respect. But the board does have responsibility for evaluating those ideas and turning the good ones into reality.

I'd like things to be better for all of us here. I believe I'm equipped to make appropriate decisions in bringing about improvement and, if I'm elected, I'll do my best to do so.

In Conclusion

That's my view of things. No two people are ever in full agreement about everything but I hope you'll agree with enough of what I've said to want me returned to the association's board of directors.

I'd appreciate your vote. Thank you.