

March 2016

BUTTERFIELD HOMEOWNERS ASSOCIATION

Professionally Managed by Keystone Pacific Property Management, Inc. - 16775 Von Karman, Ste. 100, Irvine, CA 92606

VISIT www.butterfieldstates.com!

Log onto the community website to:

- Submit maintenance requests, address changes
- Get the latest community news & updates
- Obtain minutes, newsletters, policies, forms
- Access your account online
- Pay your HOA bill online

Should you have problem logging onto the community website, please call Customer Service at 949-833-2600.

QUIETING YOUR DOGS

Dogs can be quite loud when they are barking and with such close proximity to your neighbors, this can become a nuisance. Please make sure you are taking the steps needed to quiet your dog and always remember to pick up after your pets, its not just a rule it's the law!

TRASH RECEPTACLES

Please refrain from leaving your trash receptacles in view of the common area for days on end. The Associations trash rule states "Trash containers may not be exposed to view 24 hours before or after trash pick up". Not only does it make your neighborhood look untidy, but it also attracts disease carrying rodents and other large unwanted animals. The Association Board is kindly requesting your courteous action to store your trash receptacles inside of your garage or behind your side gate.

DAYLIGHT SAVINGS TIME

Just a friendly reminder that it's time to Spring forward. Daylight Savings Time will start on Sunday, March 13, 2016, at 2:00 a.m.



BOARD OF DIRECTORS:

President: Paula Hook

Vice President: Dennis Gierman

Secretary: Margit Lippel

Treasurer: Chris Osuna

Member at Large: Bryce Egelin

The final agenda will be posted at pool area bulletin board. You may also obtain a copy of the agenda by contacting management at 949-838-3236.

Next board Meeting:

March 24, 2016 at the Community Clubhouse @ 7:30 p.m.

IMPORTANT NUMBERS:

ASSOCIATION MANAGER:

Clint Taylor

Phone: 949-838-3291

Emergency After Hours:
949-833-2600

Fax: 949-833-0919

ctaylor@keystonepacific.com

COMMON AREA ISSUES:

Hever Hernandez

Phone: 949- 838- 3254

hhernandez@keystonepacific.com

BILLING QUESTIONS/ ADDRESS CHANGES/ WEBSITE LOGIN:

Phone: 949-833-2600

customercare@keystonepacific.com

INSURANCE BROKER:

Berg Insurance Agency

3651 Birtcher Dr, Lake Forest, CA
92630 (949) 830-4590

ARCHITECTURAL DESK:

Please submit your Architectural Applications to:

architectural@keystonepacific.com

MARCH 2016 REMINDERS

Please make sure you are watching your speed while driving through the community, we want to ensure our streets are safe for our kids.

For after-hours association maintenance issues, please call 951-491-6866 to be connected with the emergency service line.

Please call 9-1-1 for life-threatening emergencies.

Next board Meeting- March 24, 2016 at the Community Clubhouse @ 7:30 p.m.

SIGN UP FOR THE ACH PROGRAM!

Save time and money and never miss a payment again! Sign up to have your assessment payments automatically debited from your checking or savings account. Please call Customer Care at 949-833-2600 or send an e-mail to customercare@keystonepacific.com to request an ACH application.



ARCHITECTURAL REMINDER

Please remember that any exterior change or improvement to your house and/or rear yard must have Architectural Review Committee approval, prior to starting the project. Architectural Applications may be downloaded from the community website at www.butterfieldestates.com. If exterior renovations have begun prior to receiving approval, a cease and desist notice will be sent and all work must halt until written architectural approval is received. Please note that work completed without approval may need to be removed at your own expense.

HOMEOWNERS ASSOCIATION

Ever wonder why you have a homeowners association? Your association may be your best tool to protect the value of your home and the quality of your neighborhood. Community associations do a number of different things, such as setting and collecting the maintenance fees required and needed to run an association, maintaining landscaping or recreation areas, and providing for events or meeting places for neighborhood functions. That being said, one of the most important functions of an association is to enforce deed restrictions and protect the value of the community assets among those being your home.

DON'T BE A TARGET

Do to the recent criminal activity in the community, the Board of Directors would like to share with you some helpful tips to prevent yourself from becoming a victim of crime. Please remember to lock your doors/windows, don't leave valuables in your car, know your neighbors, keep a well-lit porch, etc.. and to notify security or police if they see any suspicious activity.

