

October 2016



# BUTTERFIELD HOMEOWNERS ASSOCIATION

[www.butterfieldstates.com](http://www.butterfieldstates.com)

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

## **THANK YOU!**

The events committee would like to thank everyone who attended and participated in the community craft fair in September. Please be on the look out for more community events to come.

## **FUN FACTS ABOUT THE PUMPKIN**

Did you know....?

- Pumpkins are a fruit, but when it comes to cooking they are often referred to as a vegetable.
- Pumpkins are 90% water.
- In early colonial times, pumpkins were used as an ingredient for the crust of pies, not the filling.
- Pumpkins were once recommended for removing freckles and curing snake bites.

## **KNOW YOUR CC&R'S AND RULES AND REGULATIONS**

All residents are responsible for adhering to the CC&R's and Rules and Regulations of our Association. If you are a Homeowner who is renting the property to another person, please make sure that you give them the Association documents. If you are leasing a property, please ensure that you receive these documents. We all want our community to continue to be a sought-after neighborhood.

## **TRICK OR TREAT?**

To keep homes safe for visiting trick-or-treaters, parents should remove from the porch and front yard anything a child could trip over such as garden hoses, toys, bikes and lawn decorations. Parents should check outdoor lights and replace burned-out bulbs. Wet leaves or water should be swept from sidewalks and steps. Restrain pets so they do not inadvertently jump on or bite a trick-or-treater.

## **VISIT [www.butterfieldstates.com](http://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.



## **BOARD OF DIRECTORS:**

**President: Paula Hook**  
**Vice President: Dennis Gierman**  
**Secretary: Margit Lippel**  
**Treasurer: Chris Osuna**  
**Member at Large: Judith Straub**

*The final agenda will be posted at pool area bulletin board. You may also obtain a copy of the agenda by contacting management at 949-838-3291*

## **Next Board Meeting:**

**November 9, 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](mailto:ctaylor@keystonepacific.com)

**Pool Code: See mailed newsletter**

### **COMMON AREA ISSUES:**

**Jessica Loera**

Phone: 949-838-3254

[jloera@keystonepacific.com](mailto:jloera@keystonepacific.com)

### **BILLING QUESTIONS/ ADDRESS CHANGES/ WEBSITE LOGIN:**

Phone: 949-833-2600

[customercare@keystonepacific.com](mailto: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](mailto:architectural@keystonepacific.com)

## OCTOBER 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 949-833-2600 to be connected with the emergency service line.

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

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### 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!



### YARD MAINTENANCE REMINDER

Please remember it is the responsibility of the homeowner to maintain their front yard landscape. As the drought restrictions are now lifted in the area the Association has the responsibility to enforce the architectural standards of the community. This includes removal of weeds, lawn maintenance such as watering, mowing, edging and fertilizing. If you are interested in installing artificial turf please make sure to submit an architectural application prior to installation. Artificial turf is a great way to save water and removes the hassle of yard maintenance. Homeowners must make the decision to either water their lawns or install drought tolerant landscape. Failure to proceed with one or the other may result in monetary fines being assessed.

### ARE YOU RENTING OUT YOUR HOME?

If you are a homeowner who has leased your property, please be sure that your tenants are adhering to the CC&Rs and the Rules and Regulations of the community. It is your responsibility to keep the management company informed.

- ☛ Register your new tenants
- ☛ Send in a copy of the rental agreement
- ☛ Provide your new address, phone number and email
- ☛ Report when tenants vacate
- ☛ Collect community remotes and keys at the end of the tenancy
- ☛ Report missing remotes



Management can only send out information to the mailing address and email on file. If leased homes are not registered, there is a chance that the homeowner will miss out on important community information. If you would like your tenant to receive community information, please contact Management.

