

May 2017

BUTTERFIELD HOMEOWNERS ASSOCIATION

www.butterfieldstates.com

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

COMPLIANCE LETTERS

If you ever receive a courtesy letter to call your attention to a certain Butterfield compliance issue, please make sure you call Management to inform us that you are addressing the issue and/or need more time to resolve the matter. This way, we avoid pursuing further compliance action. Please remember, Management is here to help and works at the sole discretion of the Board of Directors.

DO YOU HAVE STANDING WATER?

Drain standing water! Sounds simple but it is true, the best way to eliminate biting mosquitoes is to eliminate mosquito larvae. Mosquito larvae develop in standing water and even a small volume of water can support large numbers of larvae. Landscape planters, fountains and ponds should be checked regularly for mosquito larvae. Larvae will appear as small wriggling "worms" attached to the surface or swimming near the bottom. Small containers should be drained or at least flushed and refilled about once a week during warm summer months. Eliminating sources of standing water, including rain gutters, will significantly reduce the number of biting mosquitoes and the chances of getting a disease like West Nile virus. If you have a neighbor that has standing water please contact our community Manager, Clint Taylor, at (949) 838-3291 or via email at ctaylor@keystonepacific.com. Also contact Vector Control at (951) 733-5610.



BEING A COURTEOUS NEIGHBOR

- ⇒ Parking – Homeowners should utilize garage and driveway parking and refrain from parking in front of neighbors properties and never block driveway access.
- ⇒ Homeowner fence maintenance – Please inspect your property fences for wear and damage from the sun. Many of the fences in the neighborhood are requiring maintenance and is considered a homeowner responsibility.
- ⇒ Trash/Dumping – Homeowners should contact the local refuse company to schedule a pick up for large or bulky items, no dumping is allowed within the community.

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:

May 23, 2017 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:

Jessica Loera

Phone: 949-838-3254

jloera@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

MAY 2017 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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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.

AESTHETICS OF THE COMMUNITY/PAINTING YOUR HOME

Living in a planned community requires all homeowners to maintain their home. Management has noted during recent inspections that paint is faded on shutters, front doors, garage doors, side gates and wood trims. Homeowners should take the necessary steps to ensure their home is well maintained. If a homeowner is repainting their home, an architectural application is required. Homeowners must submit an Architectural Application and receive written approval prior to beginning a project. The Association has pre-approved paint schemes to help members with the process. You should repaint anything that looks chipped, weather-beaten or faded. This will help preserve not only the look of your home, but the entire community as well. Please take a moment to inspect your home to ascertain what needs to be painted. Homes that remain unpainted will be sent violation notices and may be called to hearing or assessed fines.

SPEEDING THROUGH COMMUNITY

Please remember that speed must be controlled when entering and exiting the community as well as when you drive through the streets. Many homeowners have contacted Management to express their concerns about reckless drivers in the community and requesting that stop signs be placed throughout the property. The Board would like all homeowners to know that they are trying to work with the city to have additional stop signs installed on needed streets. As you know, there are many children that play around the community during this time. No one wants to see an unfortunate disaster concerning a child or a family's beloved pet. Please watch your speed at all times and don't forget to remind your guests to do the same too!

