

JUNE 2018

# BUTTERFIELD HOMEOWNERS ASSOCIATION

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

Professionally Managed by Keystone Pacific Property Management, LLC - 3155-D Sedona Court, Suite 150, Ontario, CA 91764

## **OFF ROAD VEHICLES ARE STRICTLY PROHIBITED!**

Management would like to remind all residents in the Butterfield Estates community that riding off road vehicles in the community is strictly prohibited. Should a resident be reported breaking this rule an immediate hearing will be issued to that resident and monetary fines will be assessed to the homeowners account.

## **DUTIES OF OUR BOARD OF DIRECTORS**

Our Butterfield Estates Board of Directors is charged with maintaining, preserving and enhancing the common assets of our Association. In order to perform those duties, our Board depends upon the advice and counsel of experts in various fields of community association management: our Management company, attorneys, landscapers, insurance specialists, etc. When making decisions regarding our community, the Board is expected to consider all of the facts and factors involved in the issue to make the best business decision possible.

## **CALIBER ONLINE PAYMENT FEATURE**

You may make one-time ACH payments through [www.kppmconnection.com](http://www.kppmconnection.com). In addition, Keystone Pacific is excited to introduce recurring online ACH payments. Please visit [www.kppmconnection.com](http://www.kppmconnection.com) to access your online payment account. You may still access your account using your current email address and password. If you have not registered for The KPPM Connection, please have your new account number readily available. We are excited for you to experience the new portal and appreciate your feedback.

## **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 from the Homeowner. We all want our community to continue to be a sought-after neighborhood.

### **BOARD OF DIRECTORS:**

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

*The final agenda will be posted at pool area bulletin board. You may also obtain a copy of the agenda by contacting management at 909-297-2548*

### **Next Board Meeting:**

**July 24, 2018** at the Community Clubhouse @ 7:30 p.m.

### **IMPORTANT NUMBERS:**

#### **ASSOCIATION MANAGER:**

**Clint Taylor**  
Phone: 909-297-2548  
[ctaylor@keystonepacific.com](mailto:ctaylor@keystonepacific.com)

*Emergency After Hours:*  
**909-297-2550**

#### **COMMON AREA ISSUES:**

Hannah Rangel  
[hrangel@keystonepacific.com](mailto:hrangel@keystonepacific.com)  
Phone: 909-297-2558

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

Phone: 909-297-2550  
[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)

# JUNE 2018 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 909-297-2550 to be connected with the emergency service line.

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

Next Board Meeting- July 24, 2018 at the Community Clubhouse @ 7:30 p.m.

## WHO IS RESPONSIBLE FOR THE FENCE I SHARE WITH MY NEIGHBOR?

California Civil Code Section 4775 obligates each owner within a common interest development to properly maintain their separate interest. Here that includes the entire Lot and all improvements thereon (including the fence if it is located on a Lot). If a fence separates two lots both owners share the sole responsibility to have the fence repaired and or replaced.

## NEW PAYMENT ADDRESS:

**FILE 1958  
1801 W. OLYMPIC BLVD.  
PASADENA, CA 91199-1958**

## ARE YOU DELINQUENT?

The Board and Management would like to remind all members of the Association that not paying your monthly assessments can result in severe monetary penalties including, but not limited to, the Association foreclosing on your property. If you are delinquent please don't ignore it! The Board is willing to work with homeowners that have fallen behind on their assessments.

## SPA/POOL HOURS

Hours: 7:00 a.m. to 10:00 p.m. (Sunday through Thursday); 7:00 a.m. to 11:00 p.m. (Friday and Saturday)

## POOL AREA PRIVILEGES REMINDER

The Board of Directors may revoke spa/pool privileges if the homeowner is delinquent in assessments or not in good standing with the Association.

## POOL CODE

Please be aware that the pool code is 2735!

## TRASH CAN AND CURBSIDE JUNK REMINDER!

Trash cans cannot be put onto the street more than 12 hours prior to the pick up date. Likewise, please remember to take your empty trash cans into your backyard or garage and out of view of the common area no more than 12 hours after pickup. Please do your part and help keep the community as beautiful as possible. Please remember that it is the responsibility of the resident to contact waste management for large item pickups. Should the HOA have to have the item removed the homeowner will be subject to monetary penalties.



**APPLICATION FOR CANDIDACY  
FOR THE BOARD OF DIRECTORS**

Dear Homeowner:

The Annual Election will be held in September 2018. If you are interested in serving on the Board, please complete this application and return it to KEYSTONE PACIFIC PROPERTY MANAGEMENT, LLC at the office address displayed below by **5:00 PM on Lwpg'52.'4238**.

*Please type in the information requested below.*

NAME: \_\_\_\_\_

*(Please note: Be sure to complete and return verification information on page 2 of this application)*

*\*Candidacy statement needs to be kept to one page.*

WHY WOULD YOU LIKE TO SERVE AS A BOARD MEMBER?

WHAT IS YOUR BACKGROUND?

WHAT IS YOUR VISION FOR THE COMMUNITY?

WHAT WOULD YOU LIKE TO ACCOMPLISH DURING YOUR TERM OF OFFICE?

*(Per Civil Code, this form will be sent with the election materials, as submitted)*

**APPLICATION FOR CANDIDACY  
FOR THE BOARD OF DIRECTORS**

HOMEOWNER VERIFICATION INFORMATION

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

WORK PHONE NUMBER: \_\_\_\_\_

HOME PHONE NUMBER: \_\_\_\_\_

CELL PHONE NUMBER: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_