

BUTTERFIELD ESTATES HOMEOWNERS ASSOCIATION
GENERAL SESSION MEETING MINUTES
APRIL 25, 2019
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BOARD MEMBERS PRESENT: Dennis Gierman – Vice President
Margit Lippel – Secretary
Shannon Milliken – Member at Large

BOARD MEMBERS ABSENT: Paula Hook – President
Chris Osuna – Treasurer

MANAGEMENT REPRESENTATIVE: Marc Murano, CMCA®
Keystone Pacific Property Management, LLC

ITEMS DISCUSSED IN EXECUTIVE SESSION – APRIL 25, 2019

- The March 26, 2019 Executive Session minutes were approved.
- Janitorial Proposals – The Board approved a proposal from Personal Touch Cleaning.
- Patrol Service Discussion – No action was required at this time.
- Homeowner Hearings – Appropriate actions were taken.
- Homeowner Requests – Appropriate actions were taken.
- Delinquency Report – Appropriate actions were taken.
- Legal Updates / Opinions / Potential Litigation / Civil Code Updates – No action was required at this time.

GENERAL SESSION

CALL TO ORDER - The meeting was called to order by the Board Vice President at 8:06 P.M. at the Community Clubhouse located at 24599 Maitri Road, Corona, CA

I. HOMEOWNER FORUM – Six (6) homeowners were present for open forum and topics of discussion included the next garage sale, violations within the community, gophers on wrangler, and security company.

II. CONSENT CALENDAR

A motion was made, seconded and carried to approve the following items from the consent calendar without further discussion. Motion carried 3/0

A. Approval of Minutes – RESOLVED, to ratify the action taken and approve the minutes from the March 26, 2019 General Session Board Meeting

B. Architectural Submittal Report – RESOLVED, to accept the Architectural Submittal Report showing all architectural applications submitted between 3/20/19 – 4/18/19.

C. Financial Statement – RESOLVED, to accept the March 31, 2019 financial statement, as submitted.

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III. UNFINISHED/NEW BUSINESS

A. Delinquency Action – Place Liens

APN #290-220-190 – A motion was made, seconded and carried to postpone collection action on APN #290-220-190 until the next regularly scheduled meeting. Motion carried 3/0

APN #290-223-013 – A motion was made, seconded and carried to approve the filing of a lien on APN #290-223-013 for the collection of outstanding assessments and applicable charges. Motion carried 3/0

APN #290-212-031 – This account was paid in full and is no longer delinquent.

APN #290-223-019 – A motion was made, seconded and carried to postpone collection action on APN #290-223-019 until the next regularly scheduled meeting. Motion carried 3/0

B. Landscape Proposals – A motion was made, seconded and carried to approve the proposals submitted by Bemus Landscape as outlined below. Motion carried 3/0

Vendor	Scope of Work	Cost
Bemus Landscape, Inc.	Stump grind 4 tree stumps	\$617.68
Bemus Landscape, Inc.	Replace dead plants and fill in bare areas at entrance to greenbelt off of Comstock Rd.	\$1,436.68
Bemus Landscape, Inc.	Replace 8 dead Tecomarias at Wrangler Way Entry	\$256.56

C. Next Meeting Date – The next regular meeting date is scheduled for Monday, May 20, 2019 at 6:30 P.M. for Executive Session and 7:30 P.M. for General Session.

IV. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 9:10 P.M.

ACCEPTED:  DATE: 6/26/19