

BUTTERFIELD ESTATES HOMEOWNERS ASSOCIATION
GENERAL SESSION MEETING MINUTES
JULY 22, 2020
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BOARD MEMBERS PRESENT: Margit Lippel – President
Shannon Milliken – Treasurer
Gabriel Quihuiz – Member-at-Large

BOARD MEMBER ABSENT: Kristan Stacey-Graf – Vice President
Dennis Gierman – Secretary

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

ITEMS DISCUSSED IN EXECUTIVE SESSION – JULY 22, 2020

- The June 24, 2020 Executive Session minutes were approved.
- Delinquency Report – Appropriate actions were taken.
- Homeowner Hearings – Appropriate actions were taken.
- Homeowner Requests – 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 President at 7:34 P.M. via teleconference call.

HOMEOWNER FORUM – Zero (0) homeowners were present for open forum.

CONSENT CALENDAR

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

- A. Approval of Minutes – RESOLVED**, to ratify the action taken and approve the minutes from the June 24, 2020 General Session Board Meeting
- B. Architectural Submittal Report – RESOLVED**, to accept the Architectural Submittal Report showing all architectural applications as of 7/14/2020.
- C. Delinquency Report – RESOLVED**, to approve the recording of a liens on APN #290-230-014 for the collection of all delinquent assessments and applicable charges.
- E. Financial Statement – RESOLVED**, to accept and acknowledge copies of the June 30, 2020 financial statements, as well as, associated Board correspondence in accordance with AB 2912, as submitted.

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UNFINISHED/NEW BUSINESS

- A. Block Wall Engineering Proposals** – A motion was made, seconded and carried to approve the following scope of work and subsequent invoice, not to exceed \$1,000.00 for an analysis and report of the slope and block wall repairs necessary along Temescal Canyon Rd. Motion carried unanimously
- B. Architectural Guidelines Discussion/Proposed Revision** – This item was tabled until the next regularly scheduled meeting.
- C. Pool Area Repair Proposals** – A motion was made, seconded and carried to approve the proposals and invoices for payment submitted by Breakpoint Commercial Pools as outlined below. Motion carried unanimously

Vendor	Description	Cost
Breakpoint Pools	4 pool skimmers - Saw-cut concrete deck around existing skimmer, dig down and remove skimmer. Repair broken pipes and properly attach new Waterway skimmer. Refill skimmer surround and support with proper compaction. Properly blend and match as best as possible the new concrete decking. Re-grout the tile/skimmer opening. Price includes all materials, labor, taxes, Waterway replacement skimmer, haul away of excess materials. One year warranty against all leaks originating from this skimmer opening.	\$6,740.00
Breakpoint Pools	1 Spa Light - Install F3W J &J Engineering Purewhite LED low wattage 58 watt (equivalent to 500 watt incandescent) underwater pool light fixture with 3 year warranty to replace the current defective fixture. Price includes removing old fixture, pulling new wire through conduit and properly securing new fixture into place. These lights have a much extended lifespan and coupled with a lower operating cost should pay for themselves within 3 years. Price includes removing old fixture, pulling new wire through conduit and properly securing new fixture into place.	\$685.18

- D. Landscape Maintenance Proposal** – A motion was made, seconded and carried to approve the proposal and invoice for payment submitted by Bemus Landscape for the trimming of a California Pepper tree behind 10381 Wrangler Way for a total cost of \$421.50. Motion carried unanimously
- E. Monument Sign Refurbishment Discussion** – A motion was made, seconded and carried to approve a design as shown below be submitted to contractors for proposals to refurbish/remodel the two entrance monument signs with either the stagecoach emblem of Temescal Valley or the Temescal Valley logo if available for use, in that order. Motion carried unanimously

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F. Common Area Maintenance – No action was required on this item.

G. Next Meeting Date – The next regular meeting date is scheduled for Wednesday, September 23, 2020 at 6:30 P.M. for Executive Session and 7:30 P.M. for General Session via teleconference call.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:46 P.M.

ACCEPTED: DocuSigned by:
Shannon Williams-Milliken
AFA612A56093451... DATE: 10/9/2020 | 10:43 AM PDT