

June 2016

BUTTERFIELD HOMEOWNERS ASSOCIATION

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

ATTENTION ALL RESIDENTS

ITS TIME TO START CLEANING OUT YOUR CLOSETS AND GARAGES !!!

BUTTERFIELD'S ANNUAL COMMUNITY GARAGE SALE IS AROUND THE CORNER.

IT IS SCHEDULED FOR JUNE 24TH, 25TH, & 26TH.

LETS MAKE THIS YEARS A GREAT WEEKEND FOR ALL

Remember all your unsold items must be out of view of the common area by end of day on Sunday, June 26th.

Good selling to all !!



TENANT EDUCATION

As a landlord you are responsible for your tenant's actions within the community. When you rent your home, you need to give your tenant a copy of the CC&R's and other rules that apply to the community. You might want to consider a clause in your contract with the renter that they are responsible for any fines levied by the association as a result of their actions.

PLEASE BE RESPONSIBLE WITH YOUR PET

Homeowners with pets must pick up all pet waste from common areas and/or other homeowners' lots immediately. Also, when letting pets outside of the confines of your home, you must have your pet leashed and controlled by someone capable of restraining the animal. Lastly, please inform children and guests of these rules.

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:

June 8, 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

Pool Code: 5123

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

June 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 951-491-6866 to be connected with the emergency service line.

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

Next board Meeting- June 8, 2016 at the Community Clubhouse @ 7:30 p.m.

TREE HEIGHT AND HEDGE TRIMMING

Please ensure that any trees on your property are properly manicured, trimmed and topped so that the tree does not exceed the top of your roof. Please also have all hedges properly shaped.

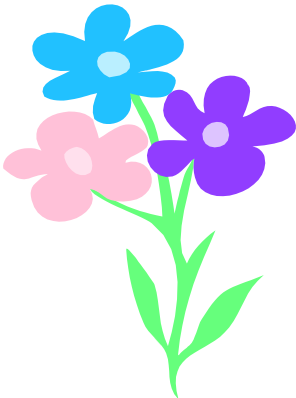


COMMUNITY REMINDERS

ARCHITECTURAL APPLICATIONS

Please remember that any exterior change or improvement to your house and/or rear yard must have Architectural Review Committee approval, prior to starting the project. Architectural Applications may be downloaded from the community website at www.butterfieldestates.com. If exterior renovations have begun prior to receiving approval, a cease and desist notice will be sent and all work must halt until written architectural approval is received. Please note that work completed without approval may need to be removed at your own expense.

VISIT www.butterfieldestates.com!



Log onto the community website to:

- Submit maintenance requests and address changes
- Get the latest community news & updates
- Obtain minutes, newsletters, policies and 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.

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. 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!

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

Dear Homeowner:

The Annual Election will be held in September 2016. If you are interested in serving on the Board, please complete this application and return it to KEYSTONE PACIFIC PROPERTY MANAGEMENT, INC. at the office address displayed below by **5:00 PM on Lwpg'52.'4236**.

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: _____