

OCTOBER 2018

# BUTTERFIELD HOMEOWNERS ASSOCIATION

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



Professionally Managed by Keystone Pacific Property Management, LLC - 41593 Winchester Road, Suite 113, Temecula, CA. 92590

## RECEIVED A VIOLATION LETTER? DON'T PANIC!

The purpose of violation letters is to open the lines of communication and to keep the community looking great and property values at their optimum. Twice a month, the community manager drives through the entire community looking for common area problems and to monitor areas that may need attention in the near future. Two (2) property inspections are performed and one landscape walk is conducted with the community's landscape vendor each month. If you receive a letter from the Association and you have questions, need further clarification or you are in need of additional time to address the problem, please contact your Property Manager, Marc Murano at [mmurano@keystonepacific.com](mailto:mmurano@keystonepacific.com). The Board is happy to work with you, but first we need to hear from you. If the problem is not addressed and we have not heard from you, then you may be called to a hearing to discuss the matter and possible fines may be assessed.



## 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.

## QUIETING YOUR DOGS

Dogs can be quite loud when they are barking and with such close proximity to your neighbors, this can become a nuisance. Please make sure you are taking the steps needed to quiet your dog and always remember to pick up after your pets its not just a rule it's the law!

### **BOARD OF DIRECTORS:**

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

*The final agenda will be posted at pool area bulletin board. You may also obtain a copy of the agenda by contacting management at:*  
951-491-7749

### **Next Board Meeting:**

**November 27, 2018** at the  
Community Clubhouse @ 7:30 p.m.

### **IMPORTANT NUMBERS:**

**ASSOCIATION MANAGER:**  
**Marc Murano**  
Phone: 951-491-7749  
[mmurano@keystonepacific.com](mailto:mmurano@keystonepacific.com)

*Emergency After Hours:*  
**949-833-2600**

### **COMMON AREA ISSUES:**

Kiara Caballero  
[kcaballero@keystonepacific.com](mailto:kcaballero@keystonepacific.com)  
Phone: 951-491-7363

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

Phone: 949-833-2600  
[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)

## OCTOBER 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 949-833-2600 to be connected with the emergency service line.

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

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### PAYMENT UPDATE:

To avoid any delays in processing your assessment payments, please update your records.

Your new 10 digit account number can be found in your billing statement. The new payment address will be:

File 1958, 1801 W. Olympic Blvd.  
Pasadena, CA 91199-1958.

If you have any questions or concerns, please call 949-833-2600.

### 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!



### POOL AREA/COMMON AREA RULES

Management and the Board would like to remind residents that children must be accompanied by an adult when in the pool area or in the common area before or after school.

### GARAGE DOOR REMINDER

Garage doors shall be kept closed except when a vehicle is entering or leaving the garage, or when a resident is working in the garage, not to exceed four hours per day. Garage doors may be left open to a height of up to two (2) feet to ventilate heat from the garage during very hot weather. Garage doors are the Owners' responsibility to repair and replace. To the extent an Owner replaces his or her garage door, such door must be replaced with an aluminum or steel door. Owners may not replace their garage doors with a wood door.

### FRONT YARD LANDSCAPING REMINDER

Please be reminded of the standard that the Butterfield Estates architectural guidelines holds for all homeowner's front yard landscaping. The guidelines strive to ensure that all homeowners are doing their part to keep the maintenance and curb appeal of their home a priority for the benefit of the community's home values. Please be sure that your landscaping is being regularly maintained and that any bare dirt areas are addressed with reseeding of turf or by submitting an architectural application to install plants, groundcover or hardscape materials like mulch, rocks or decomposed granite.