

JANUARY 2019

# BUTTERFIELD HOMEOWNERS ASSOCIATION

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

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

## HOLIDAY DECORATING REMINDERS

Please remember the following when decorating for the holidays:

- Holiday décor is to be placed in exclusive use areas only.
- Please refrain from placing decorations on the common area landscaping
- Holiday decorations are to be displayed no sooner than the day after thanksgiving and no later than January 10, 2019.
- All other decorations must be displayed no more than thirty (30) days prior to the day of the holiday, and must be removed within 7 days after the holiday. Residents who do not comply will be sent a non-compliance notice.



## RECYCLE YOUR TREE AFTER THE HOLIDAYS

Residents may recycle their trees during the first two weeks following Christmas on their scheduled collection day from December 26 through January 6th. Trees will be collected at the curb and may be picked up by special bed trucks. After the two week period, you may cut your tree and place the pieces in your green waste carts with the lids completely closed. Remember:

- Trees taller than six feet must be cut in half.
- Residents are asked to remove decorations, including tinsel, lights, ornaments and tree stands from their tree.
- Residents are reminded that flocked trees cannot be recycled. They will be collected by the trash collector.



## REMINDER FOR PETS

As a friendly reminder for dog owners, please remember to keep your pets on a leash at all times and carry a bag with you so that you can pick up after them on your walks. Thank you.

### BOARD OF DIRECTORS:

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

*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:

**January 23, 2019** at the Community Clubhouse @ 7:30 p.m.

### IMPORTANT NUMBERS:

**ASSOCIATION MANAGER:**  
**Marc Murano**  
Phone: 951-491-7749  
mmurano@keystonepacific.com

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

### COMMON AREA ISSUES:

Kiara Caballero  
kcaballero@keystonepacific.com  
Phone: 951-491-7363

### 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

HAPPY  
New Year

# JANUARY 2019 REMINDERS

- Keystone Pacific Closed in Observance of the Holiday Season -  
\* New Year's Day - Tuesday, January 1st.
- 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.
- Next Board Meeting- January 23, 2019  
at the Community Clubhouse @ 7:30 p.m.

## PAYMENT UPDATE:

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

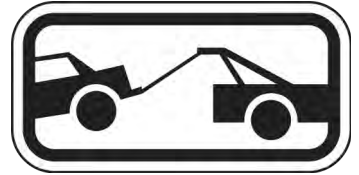
Your new 10 digit account number can be found in your billing statement. The new payment address will be:

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

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

## **PARKING REMINDER**

Driveways and Carports may not be used for storage at any time. Parking off paved areas is strictly prohibited in the community. The Association will be working with Code Enforcement to remove the stored vehicles in the community in the coming months. If you have a stored vehicle on your street please contact Code Enforcement at (951) 776-3233 .



## **TRASH CAN 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.



## **COMMITTEE POSITIONS**

If you have any interest in volunteering your time on a Butterfield Estates committee of the Board, please send you contact information to Management at [mmurano@keystonepacific.com](mailto:mmurano@keystonepacific.com). The Board is looking to fill positions on Architectural, Landscape and Events Committees at the January meeting.

## **ILLEGAL OR SUSPICIOUS ACTIVITY REPORTING**

If the event you or any of your guests witness any suspicious or illegal activity or illegal parking or storing of vehicles, the Board of Directors request that you do not approach anybody and call the sheriff immediately. In order to better protect Butterfield Estate's residents from these types of activities, it is recommended that you immediately call Riverside County Sheriff. to make your request known and potentially file a report if you are able. The Riverside County Sheriff non-emergency line is:

**951-776-1099**

**800-950-2444**