

September 2020

# BUTTERFIELD ESTATES

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

## NEW POOL AREA ELECTRONIC FOBs

The Board of Directors have approved the upgrade and modernization of the pool area access control system at Butterfield Estates. Each homeowner will have already been mailed two (2) brand new electronic fobs to the mailing address on record with management.

The new electronic access control system will not only increase security, but it will ensure that only homeowners with the appropriate authorization and fob have access to the pool area restrooms and spa timer activation. It will also allow the Association the opportunity to suspend privileges to homeowners that are in violation and/or delinquency on assessments. Please contact management if you have any questions or concerns regarding your new electronic fobs at (951) 491-7749.

## COMMUNITY DRIVING

There have been a recent increase in reports to management of fast driving in the community. With the shorter daylight hours and more residents out for early morning and evening walks it is imperative that residents drive safely, especially on Stageline and Maitri. Please take extra caution and drive at safe speeds in Butterfield Estates.



## REMINDER FOR PET OWNERS

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.

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!



## FRONT LAWN AND LANDSCAPE MAINTENANCE TIPS

For those of us who like to maintain our lawns and gardens, there are a few things we can do to keep our yards looking great and, more importantly, conserve water.

### Irrigation Tips

- Hand watering is not very efficient.
- Drip & Micro Spray Irrigation is best for all plants, flowers, shrubs, and trees.
- Watering early in the morning is best.
- Water the lawn, not the pavement, by adjusting the sprinklers.
- Chemical fertilizers speed up the growth of lawns, not using them means less to water.
- Raise the cut length of your mower. Taller grass shades the roots and promotes healthier turf & requires less watering.
- Do not puddle the water by over-watering. Water less time and more often to give it time to soak in if you have harder soil types.

Use these great tips this summer and watch your lawn and garden flourish.

## BOARD OF DIRECTORS:

**President:** Margit Lippel  
**Vice-President:** Kristan Stacey-Graf  
**Treasurer:** Dennis Gierman  
**Secretary:** Shannon Milliken  
**Member-at-Large:** Gabriel Quihuiz

## NEXT BOARD MEETING:

**Wednesday, September 23, 2020**  
7:30 P.M.  
Location TBD due to COVID-19

*The final agenda will be posted at Clubhouse Bulletin Board. You may also obtain a copy of the agenda by contacting management at (951) 491-6866.*

## IMPORTANT NUMBERS:

### ASSOCIATION MANAGER:

**Marc Murano**  
Phone: (951) 491-7749  
**Emergency After Hours: (949) 833.2600**  
Fax: (951) 346.4129  
[mmurano@keystonepacific.com](mailto:mmurano@keystonepacific.com)

### COMMON AREA ISSUES:

**Danica Petroff**  
Phone: (951) 491-7363  
[dpetroff@keystonepacific.com](mailto:dpetroff@keystonepacific.com)

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

Phone: (949) 833.2600  
[customer-care@keystonepacific.com](mailto:customer-care@keystonepacific.com)

### ARCHITECTURAL DESK:

Phone: (949) 838.3239  
[architectural@keystonepacific.com](mailto:architectural@keystonepacific.com)

### INSURANCE BROKER:

Berg Insurance Agency  
3651 Birtcher Dr, Lake Forest, CA 92630  
(949) 830-4590

### CLUBHOUSE RESERVATIONS:

**Danica Petroff**  
Phone: (951) 491-7363  
[dpetroff@keystonepacific.com](mailto:dpetroff@keystonepacific.com)

### POOL KEYS:

**Danica Petroff**  
Phone: (951) 491-7363  
[dpetroff@keystonepacific.com](mailto:dpetroff@keystonepacific.com)

Managed by Keystone  
41593 Winchester Road, Suite 113  
Temecula, CA 92590

## SEPTEMBER 2020 REMINDERS

- Keystone is Closed in Observance of Labor Day - Monday, September 7th
- 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.
- Trash Pick-Up Day - Tuesday  
Please remove trash cans from the common areas after this day.
- Pool Gate Code: 6275 (do not give to non-residents)
- 24-Hour Patrol Dispatch: **1-800-505-1234**

### HOMEOWNER ASSESSMENT CHANGE

Effective immediately, the payment address for assessments has changed to:

PO BOX 513380  
Los Angeles, CA 90051-3380



### NEW SECURITY SERVICE!

Butterfield Estates, through its Board of Directors, has officially contracted with United Security Services to perform nightly patrols through the community and offer 24-hour dispatch services.



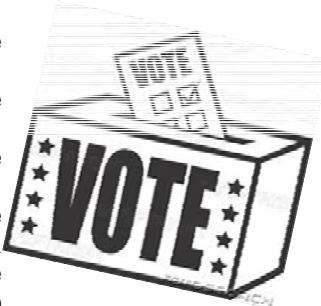
United Security Services is a local Corona, CA based security provider that will be much better suited to provide Butterfield Estates with the thorough and prompt response to security related matters that arise within the community.

If you see anybody in the pool area after-hours, entering without a key (i.e. jumping the fence) or any suspicious individuals or activity that is not an immediate emergency, please contact United Security Service dispatch service immediately at:

**1-800-505-1234 ext. 1**

### SEPTEMBER 23, 2020 ANNUAL MEETING & ELECTION OF THE BOARD - SEND IN YOUR BALLOT TODAY

- Fill out the Ballot—vote for your choice of Directors.
- Place the Ballot in the plain white envelope.
- Place the plain white envelope in the manila envelope.
- Write your name and address on the upper left hand corner and **SIGN YOUR NAME** under your address. The signature is required for your ballot to be considered valid.
- The manila envelope has been addressed and postage is paid.
- Mail it back to Keystone Pacific Property Management, LLC as soon as possible to help the Association achieve quorum!
- We appreciate each homeowner returning their ballot.



### 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 through Saturday)

### POOL CODE

Please be aware that the pool code is 6275!

### 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.

### RESIDENT ONLY POOL & SPA

Please refrain from opening the pool area gates for any non-residents without a gate code. Only residents of Butterfield Estates are allowed to utilize the pool and spa area. Please remember to close the pool gate and restroom doors upon leaving.

### ARE YOU DELINQUENT?

The Board and Management would like to remind all members of the Association that not paying your monthly assessments can result in severe monetary penalties including, but not limited to, the Association foreclosing on your property. If you are delinquent please don't ignore it! The Board is willing to work with homeowners that have fallen behind on their assessments.





**Butterfield Estates Homeowners Association  
Owner Notice Disclosure (Civil Code section 4041)**

California law requires Owners in a community association to provide the following information to the association on an annual basis. **If the below contact information has changed**, please complete and return this form to Keystone Pacific Property Management, LLC at the address shown below or send the completed form to [forms@keystonepacific.com](mailto:forms@keystonepacific.com) no later than October 31st.

**Owners Name** \_\_\_\_\_

**Property Address** \_\_\_\_\_

**Owner Phone #** \_\_\_\_\_ **Owner Email** \_\_\_\_\_

**\*ITEMS 1-6 NEED TO BE COMPLETED. IF NOT APPLICABLE, PLEASE INDICATE N/A**

1. Address or Addresses to which notices from the association are to be delivered:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Any alternate or secondary address to which notices from the association are to be delivered:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. The name and address of your legal representative, if any, including any person with power of attorney or other person who can be contacted in the vent of your extended absence from your property:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Your property is (please check one):                      Owner occupied                      Rented out

If your property is rented out, please provide the following information:

Name of Tenant(s): \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

- |  |     |    |
|--|-----|----|
| 5. Is your property developed, but vacant (please check one)?: | Yes | No |
| 6. Is your property undeveloped land?                          | Yes | No |

**Please return this form to:  
Butterfield Estates Homeowners Association  
c/o Keystone Pacific Property Management, LLC  
16775 Von Karman Ave, Suite 100, Irvine, CA 92606**