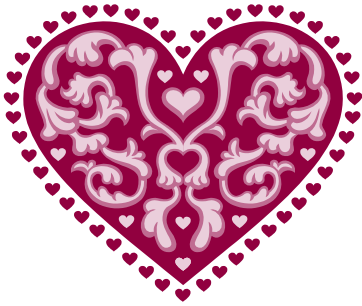


FEBRUARY 2009

ALTEZZA AT NEWPORT COAST

www.altezzahoa.org

Professionally Managed by Keystone Pacific Property Management, Inc. - 16845 Von Karman, Ste. 200, Irvine, CA 92606



Love is a promise;
Love is a souvenir,
Once given never forgotten,
Never let it disappear.

~John Lennon

GLASS SOUND PANELS

During late January and February, the Akme Glass Company will be inspecting all the glass sound wall barriers. They will be replacing missing caps, damaged vinyl gaskets and performing other needed repairs. Please contact Vern of Akme Glass (714) 572-3955, if Akme Glass will require your assistance to view all the glass panels in your backyard.

BORROWING FROM RESERVES

At the March 17th meeting the Board will discuss borrowing funds from reserves to pay off the Association's Earthquake Insurance to save on finance fees. All funds will be paid back within one year.

HIRED CONTRACTORS AND WORKERS

Please remember that homeowners are responsible for the actions of their hired contractors and/or workers. Make sure that are all abiding by the following:

- Do not park vehicles in such a way that blocks off the streets or another homeowner's access to their garage or driveway.
- Mind the surrounding neighbors and commence work during reasonable hours.
- Avoid, if at all possible, setting up work stations on the driveways as this could allow debris to settle in the courtyards - not to mention it is an eyesore and noise nuisance for your neighbors!
- Do not dump/dispose of materials in the common areas.
- Be sure to clean up after each work day!
- No contractor should be up on the Association maintained roof.



BOARD OF DIRECTORS:

Barry West
Sandy Printer
Jerry Dotson
Gary Calacci
Larry Bishop

NEXT BOARD MEETING:

Tuesday, February 17, 2009
6:30pm @ Coastal Canyon Facility
6700 Ridge Park
Newport Coast

The final agenda will be posted at the spa and available on the Association's website at least 4 days in advance of the meeting. You may also obtain a copy of the agenda by contacting management at 949-838-3206.

IMPORTANT NUMBERS:

ASSOCIATION MANAGER:

Jennifer B. Stocks, CCAM
Phone: 949-838-3206

Emergency After Hours: 949-833-2600

Fax: 949-833-0919

E-mail: jstocks@keystonepacific.com

COMMON AREA ISSUES:

Mindy Baumgardner

Phone: 949-838-3254

E-mail:

mbaumgardner@keystonepacific.com

SPA KEY:

Please contact Mindy Baumgardner to obtain a replacement spa key for \$25.00.

BILLING QUESTIONS/ADDRESS CHANGES/WEBSITE LOGIN:

Phone: 949-833-2600

accounting@keystonepacific.com

ARCHITECTURAL DESK:

Phone: 949-838-3239

architectural@keystonepacific.com

INSURANCE BROKER:

Greg Lerum Insurance

25251 Paseo Del Alicia #110

Laguna Hills CA 92653

949-492-7331

fax: 949-498-1016

FEBRUARY 2009 REMINDERS

■ Keystone Pacific Closed in Observance of the President's Day - Monday, February 16th

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: Thursdays

Please remove trash cans from the common areas after this day.

■ Tuesday, February 17th- Board Meeting @ 6:30pm

Location: Coastal Canyon Facility
6700 Ridge Park, Newport Coast
Homeowners are always welcome and encouraged to attend.

CONVENIENT ASSESSMENT PAYMENT OPTIONS

1) SIGN UP FOR THE ACH PROGRAM:

Save time and money! Sign up for our ACH program to have your assessment payment automatically debited from your checking or savings account. Please call customer service at (949) 833-2600 or send an e-mail to accounting@keystonepacific for an application.

2) PAY ONLINE AT WWW.KEYSTONEPACIFIC.COM:

Payments can also be made online. All payments require a bank routing number in addition to a checking, savings or money market account number. Credit card payments are not accepted through this online service. If you have questions about this service or regarding your account number and password, please contact customer service at (949) 833-2600.

VISIT www.altezzahoa.org

Log onto Altezza's community website to:



- Submit maintenance requests, address changes
- Get the latest community news & updates
- Obtain minutes, newsletters, policies, forms
- Access your assessment billing account online
- Pay your association bill online

Should you have problem logging onto the community website, please call Customer Service at (949) 833-2600.

ALTEZZA LIGHTING

Building lights, street lights and all common area landscape lighting is checked twice per month. If you happen to see a specific light out, please contact: **Mindy Baumgardner** at ext. 254 or mbaumgardner@keystonepacific.com with the location information and the type of light.

RULES AND REGULATIONS REMINDERS

- The maximum speed limit on Association streets is fifteen (15) miles per hour.
- Security signs may be placed on a window that is visible from the common area.
- No items should be placed or stored in the common area landscaping.
- Garage doors must remain closed at all times, except for temporary purposes and when vehicles are entering or leaving the garage.
- Parking is NOT allowed at any time on the driveways.
- **The washing of cars and other vehicles with in the common area shall be carried out using only the bucket and sponge method. All storm drains lead to the ocean.**
- All pets must have owner's identifications tags.
- All owners are responsible to clean-up after their pets. All dogs must be on a leash outside the confines of an owner's residence or enclosed yard area.

ARCHITECTURAL APPROVAL

Please contact management prior to starting any home improvement (interior or exterior) project to ensure that proper procedures are followed and to avoid any delays. You may also view the architectural guidelines online.