

DECEMBER 2009

ALTEZZA AT NEWPORT COAST

www.altezzahoa.org

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



Mid pleasures and palaces though we may roam,

Be it ever so humble, there's no place like home.

~ John Howard Payne

SPEEDING AT ALTEZZA

The Board of Directors has notified management that there are many residents, at Altezza, that are speeding up/down Altezza Drive at a very high rate of speed. In order to avoid the costly installation of speed bumps or speed deterrents, please monitor your speed when driving in Altezza. The posted speed limit is 15MPH. Please pause at the end of your street before merging onto Altezza Drive. Thank you for helping keep Altezza a safe community.

ANNUAL ELECTION AND MEETING

The Annual Election will be held on December 3rd. Please be sure to return your completed ballot. (It was mailed out in November.) Remember to insert the white ballot envelope into the manila envelope, and don't forget to write your name and address in the upper left hand corner and **sign it** or your ballot will not be considered.

HOLIDAY DECORATIONS

- **Absolutely no staples, nails, screws etc. are to be used to attach your holiday lights and/or decorations to the wood, metal or stucco.** Management will be walking the community to ensure there are no damages to the Association property (which includes the exterior of ALL buildings). Homeowners in violation will be billed for damages.
- **DO NOT walk or stand on the roofs!!** Homeowners in violation will be billed for damages.
- Holiday decorations are prohibited in the common area landscaping and/or walkways. All decorations must be contained on the homeowners exclusive use porches/patios/balconies.

BOARD OF DIRECTORS:

President: Larry Bishop
Treasurer: Gary Calacci
Secretary: Jerry Dotson
Member-at-Large: Barry West
Vacancy

NEXT BOARD MEETING:

Thursday, December 3, 2009
6:30pm @ Coastal Canyon Facility
6700 Ridge Park, Newport Coast
No Meeting will be held in November

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
Fax: 949-833-0919
E-mail: jstocks@keystonepacific.com

Emergency After Hours: 949-833-2600

COMMON AREA ISSUES:

Mindy Baumgardner
Phone: 949-838-3254
E-mail: mbaumgardner@keystonepacific.com

ALTEZZA 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
customer-care@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

DECEMBER 2009 REMINDERS

- **Keystone Pacific will be closed in observance of the holiday season as follows:**
 - * *Thursday, 12/24 - Closed at noon*
 - * *Friday, 12/25 - Closed all day*
 - * *Thursday, 12/31 - Closed at noon*
 - * *Friday, 1/1 - Closed all day*
- **Trash Pick-Up Day: Thursdays**
Please remove trash cans from the common areas after this day. Trash pick up is often delayed by holidays.
- **Thursday, December 3rd - Board Meeting @ 6:30pm**
Location: Coastal Canyon Facility
6700 Ridge Park, Newport Coast
Homeowners are always welcome and encouraged to attend.

AFTER-HOURS SERVICE LINE:

If an association common area matter requires immediate attention after management's office operating hours, please call **949-833-2600** and a representative will be happy to assist you.

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

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 customer@keystonepacific.com for an ACH application.

OCTOBER BOARD MEETING HIGHLIGHTS THE BOARD:

- Approved the financials and minutes. (Minutes are posted on the community website.)
- Reviewed and made decisions regarding the reserve investment accounts.
- Reviewed and made decisions on any delinquent accounts.
- Approved Robert A Owens to prepare the taxes and perform the audit.
- Approved a proposal from Patio Guys to refurbish the spa furniture.

VISIT www.altezzahoa.org

Log onto the community website to:

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

HOLIDAY LIGHT AND TREE SAFETY

Safe installation and use of holiday lights can keep the holidays cheerful. Here are some tips from Southern California Edison

- Check all light strands for broken sockets, frayed cords and loose connections. If you find any of these problems, you should replace the strand. New strands should also get a through exam and be replaced if faulty.
- Make sure you don't overload a circuit when you plug in your holiday lights. "Three no more" is a good rule for any electric outlet. Overloads can cause circuit failure and fire.
- Never leave lighted candles unattended. For added safety, make sure holiday lights are unplugged before you go to bed or leave.
- To prevent an organic holiday tree from becoming a fire hazard, check the water level daily. A newly cut tree can absorb a gallon or more of water per day.