

APRIL 2010

ALTEZZA AT NEWPORT COAST

www.altezzahoa.org

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

ARCHITECTURAL APPROVAL

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

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.

UPCOMING PROJECTS – Painting & Slurry Seal

Management is currently obtaining proposals to paint all of the wood and metal in the community. This project will occur in late spring/early summer. We will begin soliciting bids for asphalt repair and slurry seal later in the year. This project will occur in the fall. All Altezza residents will need to work together to make these projects a success.

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.
- All pets must have owner's identification 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.

BOARD OF DIRECTORS:

President: Larry Bishop
Vice-President: Gary Calacci
Secretary: Jerry Dotson
Treasurer: Jess Craig
Mbr-at-Large: Stefanie Meurer

NEXT BOARD MEETING:

Tuesday, April 27, 2010
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
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
customercare@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 Phone: 949-492-7331

NEWPORT COAST MSTR ASSOC:

Managed by Merit: 949-448-6000
Coastal Cyn Rec Center: 949-464-1149

APRIL 2010 REMINDERS

- **Keystone Pacific Closed in Observance of Good Friday - Friday, April 2nd**

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.

- **Altezza Website: www.altezzahoa.org**

- **Trash Pick-Up Day: Thursdays**

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

- **Tuesday, April 27th- Board Meeting @ 6:30pm**

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

SIGN UP FOR E-NOTIFICATIONS

Enroll to receive e-statement notifications once your assessment statement is ready to be viewed online. If you decide to enroll in this process and have an account in good standing, an email notification will be sent as the statement becomes available online. Once you have signed up for this program, you will no longer receive paper statements and any inserts that typically are sent with the assessment statements.

In addition to the e-statement notification program, you can also sign up to receive email notifications involving our community association. Information pertaining to events, news, and activities in our community could be sent by email to the homeowners who have enrolled in this e-news program.

To sign up, please register from the "Update My Profile" page once you have logged into your billing account at www.keystonepacific.com.

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. Homeowners are responsible to change the light bulbs that are controlled by an interior switch.

SPRING CHORES

Please take the opportunity to inspect the landscaping in your own courtyards/backyards to determine if clean up or tree trimming is needed. Please ensure that your trees or large shrubs are kept below the roofline of your home, as this will maintain the overall look of the community. This is the perfect time to check and adjust your sprinkler timers to prevent over watering.

SECURITY TIPS

Residential burglaries occur in all cities. The Newport Police Department recommends:

- Always locking windows and doors, even if you step out for only a few minutes.
- All windows and doors should be equipped with a secondary security lock.
- Never leave valuables in plain sight.
- If you have a safe, make sure that it is properly secured with bolts so that it cannot be easily removed.
- Lock the door leading from the garage into your home and lock your vehicles and set the alarm, even when parked in the garage.
- If your home is equipped with an alarm, always activate it even if you're only going out for a short walk. Your alarm should be audible and monitored.
- The Newport Beach Police Department offers a 'Vacation Check'. You can sign up for this service at 949-644-3717 or via the website.

For more information, free home security inspection or security tips you can log on to the Newport Beach Department Website at www.nbpd.org