

JULY 2010

ALTEZZA AT NEWPORT COAST

www.altezzahoa.org

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



*While the spirit of neighborliness
was important on the frontier
because neighbors
were so few,
it is even more
important now
because our neighbors
are so many.*

~Lady Bird Johnson

APPRECIATION OF SERVICE

Larry Bishop has resigned his position on the Board due to the sale of his home. Larry's input and efforts to help maintain the community during his term has been greatly appreciated. The Board of Directors and Management would like to express their sincere thanks and best wishes.

After careful consideration the Board of Directors has appointed Bud Grandsaert to fill the remainder of the term.

ANNUAL ELECTION AND MEETING

The Annual Election will be held on August 26th. Please be sure to return your completed ballot. (It will be mailed out in mid July) 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.

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.

BOARD OF DIRECTORS:

Gary Calacci
Jerry Dotson
Jess Craig
Stefanie Meurer
Bud Grandsaert

NEXT BOARD MEETING:

Tuesday, July 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

JULY 2010 REMINDERS

- **Altezza Website:** www.altezzahoa.org
- **Keystone Pacific will be closed in Observance of Independence Day - Monday, July 5th**
- **Trash Pick-Up Day: Thursdays**
Please remove trash cans from the common areas after this day.
- **Tuesday, July 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. Inserts that are typically sent with the assessment statements will be sent electronically.

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.altezzahoa.org

BEFORE YOU SIGN THE CONTRACT

Please submit an architectural application prior to signing a contract for interior or exterior changes. If you are unsure if you need approval, please contact Jennifer Stocks while you are contemplating changes to landscaping or interior remodeling. Homeowners must **not** allow contractors to breach the post tension slab or to make structural changes. Obtain architectural approval first, in order to avoid having to pay additional fees or fines. There are specific guidelines and restrictions regarding the approved flooring in B-Units. Please contact management prior to changing the flooring in a B-Unit. Please consult your governing documents for clarification.

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.
- Do not set up work stations on the driveways as this could allow debris to settle in the driveways - not to mention it is an eyesore and noise nuisance for your neighbors!
- There is to be no parking on the aggregate courtyard/driveways. Vehicles must unload into the garage and park in a designated parking stall.
- Do not dump/dispose of materials in the common areas. The homeowner's account will be assessed any fees needed to restore the common area, if damages occur.
- Be sure to clean up after each work day!

HOMEOWNER CONTACT INFORMATION

Thank you to all homeowners that have sent in their information. If you have not already done so, please send an email to Jennifer Stocks at jstocks@keystonepacific.com with your: Name, address, home phone number, cell number and if you occupy your unit. If the unit is leased, please supply both the unit owner and tenant's information. This will enable the scheduling of maintenance projects that require homeowner cooperation and to audit the gate directory. Thank you to the homeowners that have already sent in their information.

