



# ATLANTIC CENTER HOMEOWNERS ASSOCIATION

c/o The Charles H. Greenthal Group/MGRE  
30-30 Northern Boulevard, Suite 400

Long Island City, NY 11101

September 1, 2020

## ACHA NEWSLETTER

***The Board of Directors trust that you and your family remain safe during the Coronavirus pandemic.***

The below summarizes significant activities since our last Newsletter in January 2020:

- The Board of Directors attempted to hold our Annual Homeowner's Meeting in June. Unfortunately, due to Covid-19, the scheduled June 10, 2020 homeowner's meeting was postponed. Irrespective of the Annual Homeowner's Meeting postponement, the Association's 2019 Financial Statements were mailed to our Homeowner's of Record (HOR) in May.
- Facilitated several RFPs (Request for Proposals) for vendors regarding electrical gates. Unfortunately, due to Covid-19, the RFP process slowed. Once NYC returns to the new normal, we will revisit electric gates.
- Maintained its fiduciary responsibilities:
  - Accessed ACRIS NY for all 139 properties and updated our records with Greenthal for all property owner (HOR) changes.
  - Sent Demand Letters for arrears balances (notices of non-payment of dues or assessments.)
  - Responded to over 25 emails sent into Board's general email account.
  - Performed parking lot inspections that ensured homeowners were compliant with the Association's House Rules.
    - Towed illegal and unauthorized vehicles.
    - Sent Violations Notices and added assessments for a repeat occurrence or when the violation was not remedied according to the notice.
  - Suspended membership within the Association that included parking privileges.
- The Board of Directors replaced J&C Towing with Matt's Towing Corp. Signs of our new towing company were posted on all gate entrances. When calling Matt's Towing Corp. at 917-455-4503, remember to include the vehicle location, vehicle color, make, and model.
- Updated our website with more useful information (Housing Preservation & Development, Eric Adams, Brooklyn Borough President, FDNY Smart, and Heat/Cool Smart Brooklyn).

## DO'S AND DON'TS

- **Do** stay informed and notify Greenthal of your mailing address changes.
- **Do** maintain your property so that the value of your property and that of your neighbors receive the highest value in appraisal.
- **Do** familiarize yourself and tenants with all of the governing documents for our Association, i.e., Bylaws, Declarations of Covenant and Restrictions, House Rules, etc.
- **Do** close the parking lot gates. It's for your protection and that of your neighbors.
- **Do** report suspicious, unauthorized, or illegal activities to 311, 911, the Board and its agents (Greenthal Management, Matt's Towing, etc.)
- **Don't** park more than one vehicle (including bicycles, trucks, or motorcycles) in your assigned parking spot.
- **Don't** leave unattended contractor materials on the Common Easements. All contractor materials must be placed in your rear yard or parking spot and never exceed your assigned 20ft by 9ft parking spot. All contractor materials must be removed from your parking spot at dusk.
- **Don't** place any material within the Common Easement that becomes a liability to you or your property irrespective of size. If someone gets injured, you may face a legal suit.
- **Don't** perform any activities other than driving your vehicle, and temporary loading or unloading within our Common Easements.
- **Don't** ignore the Bylaws, Rules and Regulations of our Association. Failure to adhere to our governing documents will result in legal action, a fine, and membership suspension which includes your parking privileges.

## ACHA CONTACTS & WEBSITE

- **ACHA Board of Directors:** [ATLANTICCENTERHA@GMAIL.COM](mailto:ATLANTICCENTERHA@GMAIL.COM)
- **Greenthal Management Company:**
  - Primary: Valery Lipari, 212-340-9389 [VLIPARI@GREENTHAL.COM](mailto:VLIPARI@GREENTHAL.COM)
  - Billing: Natalie Bruck, 212-340-9354 [NBRUCK@GREENTHAL.COM](mailto:NBRUCK@GREENTHAL.COM)
- **ACHA Website:** [www.atlanticcenterha.org](http://www.atlanticcenterha.org) contains the following helpful data and more:
  - Bylaws, Declarations, Covenants & Restrictions, and House Rules
  - Additional Contacts and Frequently Asked Questions
  - Common Easement Mapping (parking lots)
  - Ideas and Suggestions Submission

## ACHA RECURRING EVENTS

Each year the Board of Directors schedules the following events:

- Drainage and sewer cleaning
  - Targeted for the 1<sup>st</sup> week in June & December of each year.
  - It is recommended that each HOR clean their internal sewer lines in advance of the general cleaning.
- Landscaping/de-weeding and cleaning of our Common Easements
  - Targeted the 1<sup>st</sup> week of each month from April to November.
- Atlantic Center Homeowners' Annual Meeting
  - Generally held the 2<sup>nd</sup> Tuesday in June.