



# COVID UPDATE: Helping Our Properties Stay Safe

Our property managers have been working closely with boards and building staff to ensure the safety of all residents and staff throughout the pandemic. We have implemented strict guidelines for cleaning and sanitizing common areas, as well as rules and limitations for allowing entry into the buildings we manage. We have ensured that all our properties have masks and hand sanitizer available at all times for staff, residents and visitors.

As the holiday season approaches, and Covid cases continue to spike across the country, New Yorkers are urged to stay vigilant and maintain public health guidelines to reduce the chance of transmission or contraction of the disease. Governor Cuomo cautions "We should be on high alert and we should be even more diligent, because the virus spreads across state boundaries, and we're in the party season. All I can do is warn New Yorkers



*Don't let your guard down! Be sure to keep up health protocols in order to stay safe as cold weather and the holiday season approach.*

and ask them to remember what worked for us: discipline and smarts."

While NY currently has the third lowest positivity rate in the nation, and is being vigilant in requiring testing or self-quarantine after traveling out of state

(<http://bit.ly/newtravelrestrictions>), we need to maintain our social distancing, wear masks, and gather outdoors in small groups, in order to keep the numbers low. As the cold weather comes on, many restaurants are adding tents or other outdoor enclosures, along with propane heaters, to extend the season so New Yorkers can continue to interact without fear of contagion.

When it comes to holiday celebrations, New Yorkers are warned to keep indoor gatherings small, stick to your "quarantine group," and get a Covid test before and after spending time indoors with a larger group, to protect yourself and those around you.

For info from NYC, visit:

<https://on.nyc.gov/2I4AiKB>

For info from the Governor's office, visit:

<http://bit.ly/113covid>

## AMENITIES UPDATE: Should Your Building Reopen Common Areas?

Although there are guidelines for legally re-opening gyms, playgrounds and other common areas in your building, there are a wide range of concerns to consider when deciding what to open and how to set the rules to maximize resident safety while also providing quality of life amenities. Be sure to discuss your plans with your manager as well as your building's attorney before setting policy and opening up common areas.

Some buildings find it hard to meet the City's requirements for ventilation and other safety measures, while others are hesitant to reopen for fear of liability issues or City inspection concerns. But many properties are safely re-opening gyms and other amenities with strictly enforced limits on hours, number of people allowed at a time, required cleaning between use, etc.

You must do the following in order to reopen an in-house gym:

- Develop a Safety Plan and post it at your work site.
- Read the New York State (NYS) guidelines and affirm compliance. The State requires that you affirm that you have reviewed and understand the State-issued industry guidelines and that you will implement them.

You can fill out the affirmation form at <http://forms.ny.gov/s3/ny-forward-affirmation>

- Complete and submit the Gym and Fitness Facility Inspection Request and Attestation Form.

For complete details visit:

<https://on.nyc.gov/2GtKJM1>



*Reopening gyms and other amenities requires that buildings meet strict guidelines, which may strain budgets and staff.*

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675 Third Avenue, New York, NY 10017  
212-370-9200 ellimanpm.com



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## ZOOM MEETINGS:

# A Great Option for Covid Times

After waiting for months to see if in-person gatherings would become realistic any time soon, we've been helping many of our buildings hold successful Annual Meetings via Zoom. For many residents who have chosen to hunker down in second homes outside the City, this is the first time they have seen their neighbors in months. It's a great way to review past and current building issues, update residents on what is going on in the building, how their staff has been faring, and to present the financials and hold elections. In buildings that have lost residents and/or staff members to Covid-19, it has also been a way to share their grief and pay tribute to lost loved ones.



*Zoom is a great platform for hosting Annual Meetings, giving boards a chance to update residents on what's going on in the building as well as hold elections and review financial issues.*

If you are considering hosting your Annual Meeting online, speak to your manager to get more info on DEPM's Virtual Meeting services. ❖

## ENERGY EFFICIENCY: Benchmarking Letter Grades Released



New York City has announced and distributed letter grades to all buildings, indicating their level of energy efficiency. As of October 31, 2020, all buildings in NYC must post these grades prominently. This Letter Grade is based on Local Law 84, which requires buildings to measure, track and report their energy usage, in an effort to encourage buildings to reduce energy usage. The City's lofty goal is to reduce

*Now that NYC has required that all buildings post their Energy Grades—with 70 percent receiving C or D—upgrades are in order, from insulated window coverings to LED bulbs, more efficient heat systems, and other energy saving measures.*

greenhouse gas emissions by 80% by 2050. For more information on this program visit: <https://bit.ly/lettergrades>

But don't worry if your building is not at the "top of the class;" 70 percent of the buildings in NYC received C or D Letter

Grades in the first round of grading. But there is always room for improvement. In order to get your grades up, and reduce energy consumption, consider the following:

- Be sure to seal up your AC units for the winter
- Install thermal window shades or blinds, to keep heat in during winter and coolness in during summer
- Install low-flow toilets and shower heads to reduce water usage.
- Replace incandescent or coil bulbs with LED bulbs.

For more ways to reduce your energy usage, visit: <https://bit.ly/retrofityourbuilding>  
For a list of easy low-cost energy savers, visit:

[https://www.energystar.gov/products/top\\_10\\_tips\\_renters](https://www.energystar.gov/products/top_10_tips_renters)

Even though this is geared to "renters" these items apply to co-op and condo living as well, and are very helpful. ❖