

## 790 RIVERSIDE DRIVE OWNERS, INC.

To: All Residents  
From: Riviera Board  
Subject: 2009 Q1 Newsletter

Dear Neighbors,

We have lots going on these days. Here are the highlights. If you have any questions, or want to know more, please feel free to call or email any Board member, or come to one of our informal monthly shareholders meetings (2<sup>nd</sup> Wednesday of each month, at 8:00 pm).

### **New Super (again!)**

We have a new Super on staff. Aramis Fournier is here Monday through Friday from 8:00 am through 4:00 pm. His office is next to the staircase just past the mailboxes. Please stop by and say hello.

### **Filming at the Riviera**

We have reached a tentative deal with Columbia Pictures to allow them to use our lobby and a resident's apartment as location scenes for the upcoming film "Salt", starring Angelina Jolie. Filming in the lobby is scheduled for three days in March, for which the co-op will receive about \$75,000 in compensation. We will work closely with the film company to let all residents know just what will be happening, and what we will do to minimize any inconvenience during the filming.

### **Packages / Deliveries**

In order to improve how we handle packages, we are asking the doormen to log in each package left with them (either coming or going) and will ask residents to sign for **every** package they pick up from the doormen.

Doormen accept deliveries of small packages, including Fresh Direct, at any time. However, please note that deliveries of larger items, such as furniture, can only be accepted Monday through Friday from 9:00 am through 6:00 pm. If you have a special need, please let us know and we will do our best to accommodate you.

### **Basement Storage Lockers**

We have secured the boiler and other critical equipment in the basement, which was long overdue. For this reason, the doorway leading to the basement stairway is now locked whenever staff is not present in the basement. If you have a storage locker in the basement, there is a key with the doorman you can use to go down to your storage locker. (In the future, we hope to program your key cards to work on the door leading to the basement, so you won't have to go to the front desk to get the key.) If you need the elevator, let the doorman know, and he will have someone bring the service elevator for you.

### **Bikes, Mopeds, and Motorcycles on the Sidewalk around the Building**

There are a number of bicycles, mopeds, and a motorcycle that have been chained up and stored on the sidewalk around our building. If any of these are yours, please remove them *now*. Any of these items remaining after next week will be removed and discarded by the City.

### Lobby-level storage locker area

There are many belongings stored outside the storage lockers in this area, including several bicycles chained together, which is a fire hazard and can generate fines for the building. If any of these belongings are yours, please remove them *now*. Any belongings remaining outside the storage lockers after next week will be removed and discarded. Also bear in mind that the door leading into the storage locker area will remain permanently unlocked after that date.

If you need a storage locker, fill out a work order at the front desk saying you need one, and Aramis will let you know when a locker is available.

### Work Orders

If you need something fixed in your apartment by the building staff, please fill out a work order at the front desk. We know that, in the past, we were much more informal about this, and want to improve our responsiveness to residents by making work orders the **only** way to get work done.

Please use these Word Orders for:

- Any work you need done in your apartment
- Scheduling use of the service elevator for large items
- Scheduling move-ins and move-outs.

### Use of the Service Elevator

If you need the service elevator, either for the delivery of a large item, or to move furniture in or out of the building, please fill out a work order at the front desk, and Aramis will schedule the service elevator for you.

### Heating Survey

We sent out a heating survey last week, and ask you to answer the survey so we know which apartments need work on their heat. We will close the survey this Wednesday, February 11<sup>th</sup> at midnight.

### Radiator Valves

Please remember to keep your radiator valves either completely open or completely closed! Valves that are partially open will prevent your radiators from working properly, and can lead to water leaking out through the air escape valve, damaging your apartment and the apartments below.

### Riviera Web Site and Email List

We have a web site for the building at [790rsd.org](http://790rsd.org). The site has lots of information on our building, including house rules, contact information for Board members and the managing agent, and all the procedures and forms shareholders may need.

As you are getting this newsletter via email, you **are** on the email list. To update your email addresses, go to [790rsd.org](http://790rsd.org), click on [EMAIL OPTIONS](#), and enter the email address(es) we should use for you. We will confirm your change within a day or two.

### Monthly Informal Shareholders Meetings

Our informal shareholders meetings continue on the 2<sup>nd</sup> Wednesday of every month at 8:00 pm in the old super's office. The next meeting will be next Wednesday, February 11<sup>th</sup> at 8:00 pm. As always, there is no agenda – bring your questions and concerns and we will have Board members present to answer them.

Sincerely yours,

Larry, Arturo, Rickie, Isabelle, & Bill