

**PARK CITY 3 AND 4 APARTMENTS, INC.  
98-05 63RD ROAD, SUITE 1K  
REGO PARK, NY 11374  
PHONE (718)897-2000  
FAX (718)275-6804**

**Wednesday, April 20, 2016**

Board of Directors

President Louis Kramberg  
Vice President Mikhail Borukhov  
Treasurer Rajendra Jain  
Secretary Zhanna Balkhiyeva  
Assistant Secretary Robert Cohen  
Director Lee Schiff  
Director Maurice Peress  
Director Joseph Pestun  
Director Jing Fan  
General Manager  
Chandra Jain

Dear Shareholders,

The replacement of the roof at 97-07 63<sup>rd</sup> Road has begun. The old roof has been removed and the installation of the new roof has started. The replacement of the roof at 97-40 62<sup>nd</sup> Drive has also started. The removal of the old roof is noisy and will be dusty. The next roof to be replaced will be 98-20 62<sup>nd</sup> Drive.

Work has been completed on repairs to the pool deck for the large pool. The work on the kiddies' pool will be completed before the end of the month and the pool will open as usual.

**2016 ANNUAL GENERAL MEETING:**

The Board of Directors has decided to hold the Annual Meeting and the Election of the Board of Directors on Tuesday, May 24<sup>th</sup>, 2016 at 7.00PM. The Meeting will be held at Our Lady of the Angelus Church. Shareholders of record as of March 31st, 2016 will be eligible to vote.

### **CANDIDATES NIGHT:**

Candidates Night will be held on Tuesday April 26<sup>th</sup>, 2016 from 6:30PM to 7:30PM in the lobby of 97-10 62<sup>nd</sup> Drive and from 7:30PM to 8:30PM in the lobby of 97-07 63<sup>rd</sup> Road. Please note that all questions should be directed to the candidates.

### **Real Estate Credits:**

The Veteran's, Senior's, STAR and tax abatement credits will be given to all shareholders in the month of June 2016. Please note that as informed in January 2016. Benefits for non-resident shareholders and investors have been phased out. If you did not respond and correct your information as required by The Department of Finance, your benefits will be phased out.

### **HOMEOWNERS/RENTERS INSURANCE:**

As stated in the House Rules each shareholder is required to purchase Home Owner's insurance which must be kept in effect for the entire time you own your apartment. This also applies to your sub-tenant, should you decide to lease your apartment for the period allowed by the co-op (3 years).

Please make sure that either you or your sub-tenant has an insurance policy which covers both liability and property damage. It is in your best interest to do so. It will also help in keeping the co-op's insurance cost down.

### **POST DATED CHECKS:**

Please note that effective March 01, 2016 no post dated checks will be accepted. If you mail post dated checks, they will be deposited when they are received. Park City 3 and 4 Apartments, Inc will not be responsible for any fees charged if any items are returned unpaid.

### **CATWALK DOORS:**

Please keep the catwalk doors closed at all times. This is required by the Fire Code of New York City. Also, open catwalk doors lead to elevator swing doors not closing properly and the elevators are getting stuck on the floor where the door is left open.

### **GARBAGE DISPOSAL:**

**Please deposit your food and other garbage in a small plastic bag down the chute or bring it down to the incinerator room. Do not leave the garbage inside or outside the compactor room. Please separate paper, plastic and metal and deposit in the correct bin in the incinerator room. Do not leave large boxes in the incinerator room or in front of the elevators. Your cooperation in this matter is greatly appreciated by us and all shareholders.**

**\*PLEASE DO NOT DISCARD MATTRESSES IN THE BASEMENT OR INCINERATOR ROOMS\***