

**PARK CITY 3 AND 4 APARTMENTS, INC.**  
**98-05 63RD ROAD, SUITE 1K**  
**REGO PARK, NY 11374**  
**PHONE (718)897-2000**  
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**WWW.PARKCITY3AND4.COM**

Wednesday, October 21, 2015

Board of Directors

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Chandra Jain

Dear Shareholders,

The roofs of 97-37 63<sup>rd</sup> Road and 97-10 62<sup>nd</sup> Drive have been completed. The contractor is finishing the terrace canopies and the pitch pockets. The four remaining buildings will be completed in 2016.

The installation of the new LED lights in the six buildings and the garages has been completed. We have filed the paperwork with Con Edison for a post installation inspection and once completed we should receive our rebate checks.

The Board of Directors has approved the power washing and painting of both the garages. This work has already started and should be completed in the next 30 days.

All the vestibules and elevator landings will be repaired by our staff during the month of November 2015 and will be painted by an outside contractor shortly thereafter.

**DOGS:**

1. Please note that as per Section 1310 of New York State Public Health Law, failure to remove canine waste is punishable by a fine of \$250.00.
2. As per Section 161.03 of New York City Health Code it is the responsibility of the owner to control their dogs and other animals to prevent nuisance. Failure to do so is

punishable by a fine of \$200.00 to \$400.00.

3. As per Section 161.05, a person who owns or controls a dog may not allow it to be in a public place or in any open or unfenced area, unless the dog is effectively restrained by a leash or chain no more than six feet long. Failure to do so is punishable by a fine of \$200.00 to \$400.00.

These fines are imposed by the City and State of New York; the Co-op may impose its own fines as per the House Rules for individuals not complying with the City and State Laws and the Co-op House Rules. Dogs are permitted only if you obtain a written approval from the Board of Directors.

### **PLAYGROUND/PARK:**

The Park will be open from 7:00 A.M. to 6:00 P.M as of November 01, 2014. Please supervise your children and make sure they play safely. Ball playing and riding are not permitted in the playground. Smoking is not permitted in the playground.

### **HEATING SEASON:**

As per Multiple Dwelling law Sec 79, heat must be provided from October 1 through May 31, to tenants in multiple dwelling if:

- a) The outdoor temperature falls below 55 degrees Fahrenheit, between 6.00 AM and 10.00PM., each apartment must be heated to a temperature of at least 68 degrees Fahrenheit.
- b) The outdoor temperature falls below 40 degrees Fahrenheit, between the hours of 10.00 PM and 6.00AM, each apartment must be heated to a temperature of at least 55 degrees Fahrenheit.

There is no requirement in the law to maintain the temperature above 68 degrees. There is also no requirement in the law to provide heat for 24 hours. The law requires that the temperature inside the apartment be maintained at 68 degrees during the day and 55 degrees at night.

**Please keep your windows closed. Most of the heat escapes from open windows. If you want the temperature inside your apartment to be checked, please call the office at 718-897-2000 and we will send someone to your apartment to check it.**

### **RADIATOR COVERS:**

As we informed you last year, wooden radiator covers are not permitted. Please remove any wooden radiator covers. These covers prevent heat from being transmitted from the radiator into the rooms. Also, any other obstruction to the radiators must be removed.

### **CATWALK DOORS:**

Please keep the catwalk doors closed. It is against the New York City fire code to leave the catwalk doors open. Also, we have issues with the operation of the elevators when the catwalk doors are left open.