

***PARK CITY 3 AND 4 APARTMENTS, INC.  
98-05 63RD ROAD, SUITE 1K  
REGO PARK, NY 11374  
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**Monday, January 15, 2018**

Board of Directors

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

Dear Shareholders,

The Board of Directors and Management of Park City would like to thank all our maintenance staff for the fine job of snow removal they did in extremely difficult conditions.

The painting of the railings and catwalks in 97-10, 97-40 and 98-20 is complete. The bridge and the scaffolding have been removed from all three buildings. The next building for painting of railings and repair and painting of catwalks is 98-05. The work will start in 97-37 and 97-07 later this year.

**FINANCIALS:**

The Board of Directors have approved the 2018 budget. Our current estimates for 2018 indicate that we are facing increases in real estate taxes, water and sewer and security payroll. These increases will total approximately \$500,000.00. To cover the shortfall the Board of Directors has voted to increase the maintenance by 4%, effective January 01, 2018.

**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 10.00 PM, 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 6.00 AM, **each apartment must be heated to a temperature of at least 62 degrees Fahrenheit.**

There is no requirement in the law to maintain the temperature above 68 degrees during the day and 62 degrees at night. 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 62 degrees at night.

**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.**

### **\*STAR\* CREDITS:**

**If you are a shareholder and did not receive your STAR or tax abatement credit on your June 2017 maintenance bill, please contact the Management office at 718-897-2000.**

Please read the following carefully and contact the Management office if you need any help.

This is no longer handled by the NYC Department of Finance. Please visit the following website to register for the STAR Credit: <https://www.tax.ny.gov/pit/property/star/default.htm>. A link is also attached to the Park City website under "Forms and References" for your convenience.

### **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 elevators swing doors not closing properly and the elevators are stuck on the floor where the door is left open.

### **ELEVATORS:**

Please do not push the elevator call buttons multiple times. Do not pull the swing door open before the elevator reaches the floor. Please do not allow your children to push all the buttons in the elevator car or kick the buttons. The number of incidents of damage to call buttons and door locks has increased in the last four months.

### **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\***