

***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
WWW.PARKCITY3AND4.COM***

Saturday, December 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
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Chandra Jain

Dear Shareholders,

The façade inspection and repair work, and the concrete and brick repair work has started. The concrete and brick repair work in 98-20 has been completed. The buildings where the concrete and brick work will be done next are 97-40 and 97-10. The façade inspection has started in 97-07.

Please clean your terraces and remove any items which are not permitted. The terraces will be power washed and any item which can be damaged by water should be removed. We will be informing all the residents of the schedule of power washing of the terraces.

CAPITAL IMPROVEMENTS:

The Board of Directors has approved a three year capital improvement contract to address the following issues:

1. Local Law 11 façade inspection and repair. This will include the inspection, cleaning and repair of terraces.
2. Inspection and repair of all parapet walls.
3. Repair of all brick work and concrete repairs at street level.
4. Repair of all retaining walls.
5. Repair of all sidewalks and curbs.

FINANCIALS:

The budget for 2019 indicate that we are facing increases in real estate taxes, water and sewer and security payroll. These increases will total approximately \$700,000.00. There

is a \$400,000 increase in real estate taxes, a \$125,000 increase in security payroll. The Board discussed the 2019 budget at the shareholders meeting held in October 2018. There will be a 4% maintenance increase, a \$5.00 increase for a single and a \$7.50 increase for a double parking space.

RENOVATIONS:

The Board has approved a revised renovations /alteration/painting agreement to comply with all the new requirements of the Department of Buildings, Federal, state and city laws. If you are planning to renovate your apartment please pick up the new agreement. The old agreement is no longer valid.

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 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.

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 2018 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 few months.