

***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, November 17, 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 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.

The installation of the playground has been completed and the playground is now open.

**FINANCIALS:**

Our current estimates 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.

### **APARTMENT INSPECTIONS:**

**To comply with all the new laws the co-op is inspecting all apartments. It is essential that all shareholders and tenants cooperate with these inspections. There are substantial penalties for non-compliance and if any penalties are imposed by any New York City agency for individual apartments for non-compliance, these penalties and the cost for removing the penalties will be billed back to the individual shareholders.**

Your cooperation in granting access to inspect your apartment, install the new smoke /co alarm, affix the notice to the back of your door, and ensure the front door is self-closing is essential to comply with the current laws.

We are also checking for any water leaks which causes an increase in our water bill. All electrical boxes, wiring and surge protectors will also be checked.

New York City had mandated that all apartments be inspected for roaches, vermin, mice and mold. All apartments with children under the age of 6yrs must have safety covers installed on all gas cooking stoves.

New York City, The Fire Department and The Department of buildings have enacted some more new laws and rules. We will be informing you of all the new laws and rules.

### **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.