

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, August 10, 2019

Board of Directors

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

Dear Shareholders,

The concrete and brick repair work at the street level in all the buildings has been completed. The façade inspection has been completed in 97-07. The façade inspection in 97-37 has started. The inspection of three drops in the 'J, F, G, and H' lines has been completed. The inspection of 'D & E' line is currently being done. The inspection of 'J' line in 98-20 has started. The next lines to be inspected in 98-20 will be 'F, G & H' lines.

Please clean your terraces and remove any items which are not permitted. The terrace glass will be washed and any item which can be damaged by water should be removed.

We will be billing the shareholders for the air conditioner brackets which have been installed.

The House Rules regarding alterations are given below:

7. ALTERATION

Alterations are not allowed within an apartment without the specific written approval of the Board of Directors. Any shareholder applying to make such changes e.g. renovate a bathroom, a kitchen, paint, install cabinets, install ceramic tiles, etc, must first submit an Alteration application to the Board of Directors, along with plans, agreement with a contractor, Proof of insurance and bond (SEE PERMITS). Details of work to be done

must be submitted to the Management office before the permit is granted.

Any shareholder or resident doing work, including painting, after hours, on weekends or without a permit will be fined, No exceptions.

The Board of Directors will determine when plans must be prepared by an engineer and filed with the Buildings Department. All work done must be approved by the Management Office in writing. There is a fee in the Amount of \$20.00 per day for any alterations for the first 15 working days.

- a. A refundable deposit of \$2,500.00 is required before any alteration permit is granted. The deposit will be refunded upon satisfactory completion of renovation and inspection of apartment by Management.
- b. Renovation permits will be granted for a maximum of three (3) weeks. All work must be finished within that time.
- c. All work must be done within the hours of 8.30AM and 4.30PM. No work is allowed to be done on weekends or Holidays.

There have been several changes in NYC Department of Building rules regarding alterations and renovations. Both the house rules and the alterations package are being amended. The new documents will be available as soon as it is approved by our architect and the Board. We will also be sending the scope of work to our architect to determine what tests need to be performed and what permits are required from the Department of Buildings. The Buildings Department has also increased its fines and for violations they can issue a stop work order and fine the owner in excess of \$5,000.00. Please exercise caution because a Park City shareholder was recently fined \$50,000.00 by the Department of Buildings.

Rental Laws:

New York State has passed new laws regarding renting of apartments. Due to the passage of these laws significant changes have been made. Some of the highlights are given below:

1. The landlord cannot charge any fees including credit check fess, application fees exceeding \$20.00.
2. The landlord cannot ask for more than one month's security and one month's rent.
3. The landlord cannot ask for the source of income.
4. A real estate broker or the landlord cannot do a background check if the tenant was ever evicted or failed to pay their rent.
5. The rules regarding terminating the lease have changed.
6. Landlord cannot claim legal fees in case of a default judgement.

The N.Y. State Attorney General has been empowered to fine defaulting landlords. The fines start at a \$1,000.00 and increase with each infraction.

If you are planning to rent your apartment please read the new laws.