

PARK CITY 3 AND 4 APARTMENTS, INC.
98-05 63RD ROAD, SUITE 1K
REGO PARK, NY 11374
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Friday, September 4, 2020

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,

We would like to thank all our residents for cooperating with the Federal and State guidelines to stop the spread of Covid-19. We still have to abide by the shelter in place orders and follow all the guidelines for social distancing and meetings and gatherings.

Our maintenance staff has done a great job in taking care of the building and cleaning and disinfecting the buildings for the health and safety of our residents.

MANAGEMENT OFFICE:

Please note that the management office will remain closed until further notice. We are unable to reduce our staff by 50% to open the office

PLEASE DO NOT COME TO THE OFFICE WITHOUT MAKING AN APPOINTMENT.

ANNUAL MEETING 2020:

At the Adjourned Annual Meeting of Shareholders held on September 17, 2020, the following candidates were elected to the Board of Directors: 1. Mr. Lee Schiff, 2. Mr. Robert Cohen 3. Mr. Maurice Peress, 4. Mr. Joseph Pestun, 5. Ms. Zhanna Balkhiyeva, 6. Mr. Louis Kramberg, 7. Mr. Rajendra Jain, 8. Mr. Mikhail Borukhov, 9. Mr. Vivek Malhotra.

At a meeting of the Board of Directors held on September 23rd, 2020, the following officers were elected:

1. President: Mr. Louis Kramberg 2. Vice President: Mr. Mikhail Borukhov 3. Treasurer: Mr. Rajendra Jain 4. Secretary: Ms. Zhanna Balkhiyeva and 5. Assistant Secretary: Mr. Vivek Malhotra.

COVID-19 UPDATE:

When using the Laundry Room: please wear masks and gloves or use tissue when opening washer or dryer doors. Limit laundry room access to 4 persons at a time. We advise you to wipe the tables and laundry baskets prior to use. Please fold clean clothes in your apartment.

Please do not crowd the elevators. There is no limitation for immediate family members who reside in Park City. For visitors and non-family members, we would recommend not more than three persons in the elevator at one time.

Please follow CDC guidelines for proper garbage disposal. Do not throw dirty masks or gloves in the building common areas.

Thank you for your patience during this outbreak. Please extend your patience to the staff and management as they prioritize essential services. We will continue to communicate any necessary information.

2019 FINANCIAL STATEMENT AND 2020 PRESIDENT'S REPORT:

The 2019 Audited Financials and the 2020 President's Report are available in the Management Office.

MASKS:

Please note that it is mandatory to wear masks, a cloth face covering or a face shield at all times in the following areas:

1. Lobby, 2. Laundry rooms, 3. Elevators, 4. Hallways, 5. Stairwells.

Please note that no visitors will be allowed without a mask, face covering or a face shield. The State of New York has (under an executive order by the Governor) mandated that masks or a cloth face covering be worn at all times in public areas or where social distancing is not possible. We will issue warning letters to all shareholders who are not following the guidelines. There will be further penalties if residents do not follow the NY State guidelines.