

**PARK CITY 3 AND 4 APARTMENTS, INC.**  
**98-05 63RD ROAD, SUITE 1K**  
**REGO PARK, NY 11374**  
**PHONE (718) 897-2000**  
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**Monday, January 25, 2021**

Board of Directors

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Vice President Mikhail Borukhov  
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Assistant Secretary Vivek Malhotra  
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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 Governor's executive orders and follow all the guidelines for social distancing, face covering and gatherings.

There are no apartment showings without permission from Management and there are no open houses allowed.

Not more than two individuals are permitted to ride in the elevator at the same time, unless they are from a single family.

**FISP ( Local Law 11) 9<sup>th</sup> CYCLE:**

The work is being done to comply with the new requirements in the law. The contractor is installing steel pins to secure the brick veneer to the back up wall.

The FISP work has been completed in 97-37 63<sup>rd</sup> Road, 97-10 62<sup>nd</sup> Drive and 98-20 62<sup>nd</sup> Drive.

Work has commenced in 97-40 62<sup>nd</sup> Drive and will start shortly in 98-05 63<sup>rd</sup> Road. The last building to be done is 97-07 63<sup>rd</sup> Road.

**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.**

**\*STAR\* CREDITS:**

**If you are a shareholder and did not receive your STAR or tax abatement credit on your June 2020 maintenance bill, please contact the Management office at 718-897-2000.**

STAR 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.

**PLEASE NOTE THAT THE CITY HAS LOWERED THE INCOME REQUIREMENTS FOR SENIOR CITIZEN BENEFITS TO \$58,399.00. IF YOUR INCOME IS OVER, YOU WILL NOT RECEIVE THE BENEFITS.**

**TAX DEDUCTION LETTER:**

**You may pick up your tax deduction letter for 2020 from the Security guard in your building. It is also available on the Park City website.**

**DELIVERIES/RENOVATION/REPAIRS/CLEANING SERVICES:**

Please note that the use of elevators for any move-ins, move-outs, deliveries and/or for removal of any furniture or appliances, etc is not allowed without a permit. To obtain a permit you must have an apartment owner's or renter's insurance, sign the COVID-19 indemnity form, submit a \$500.00 deposit check and the certificate of insurance for the moving or delivery company.

Any outside person coming for any kind of work should report to security for a temperature check and to enter contact information about the person in the contact log.

**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) 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.**