



November 15, 2019

All Shareholders  
300 West 23<sup>rd</sup> Street Owners Corp.  
300 West 23<sup>rd</sup> Street  
New York, NY 10011

Re: 2020 Maintenance Increase

Dear Fellow Shareholders:

As we have explained at shareholders' meetings and prior communications, the Board of Directors has set maintenance charges to meet the annual operating costs of the building and special assessments only when required. We understand our responsibility to all shareholders, including ourselves, is to carefully scrutinize all spending while seeking to maintain the quality of our living environment and protect our investment.

It should come as no surprise that the Corporation's operating expenses increases every year primarily due to the cost of living. These expenses are either fixed or consist of items over which we have little or no control. Also, the Corporation is receiving less in yearly tax abatements because of the laws requiring that NYC be your primary residence; not all shareholders qualify.

Therefore, in 2020, we must implement an increase in the monthly maintenance to remain within our projected budget for operating the Corporation next year. As in previous years, the building's real estate taxes are the primary driver of the increase (more than 44% of the budget), while mortgage interest on the building and unionized labor are 27% of the operating budget. Additionally, there may be potential increases to utilities (including water, sewage, heating oil and electricity). While several of these factors contributing to the increase are not within our control, utility usage is. Accordingly, the Board would like to remind residents to be conscious of their individual water and electricity consumption as it directly affects the annual budget and increases.

The Board, the building accountant Michael A. Rozycki, and the team of Douglas Elliman Property Management (Elly Pateras, Amelia Ahne, Marylou Tapalla, and Darcy Green) met for the annual year-end budget meeting for several hours and discussed the 2019 income and expenses and the 2020 projected budget. After much deliberation, the Board of Directors has adopted an operating budget that calls for a **maintenance increase of 3.1% effective January 1, 2020**. We understand that any increase in maintenance is difficult, however we believe that responsible financial management requires that maintenance charges cover operating costs.

**Please remember, if you are currently on auto-payment for your monthly maintenance, you must adjust your payment amount, effective January 2020, to avoid a monthly late fee of \$100.00. It is your responsibility to notify your banking institution regarding any change in your monthly payment.**

**However, if you have set up full balance payment through ClickPay (vs. a fixed amount), the new maintenance amount will be changed automatically. Log into your ClickPay account and look at AutoPay settings if you are unsure of your selected payment option. In any case, it is your responsibility to ensure adequate funds are available to meet your monthly payment requirements.**

We will continue to work conscientiously to balance our fiscal responsibilities now and in the new year of 2020. The Board would like to take this opportunity to wish all fellow shareholders a joyous holiday season and prosperous new year.

Sincerely,  
Board of Directors

cc: Amelia Ahne  
Michael Ryan